

nmit

Nelson Marlborough Institute of Technology
Te Whare Wānanga o Te Tau Ihu o Te Waka a Maui



2009

Annual Report • Nga Ahuatanga

Artist: Gordon D'Ath
NMIT Graduate 2009
Bachelor Visual Arts and Design

Excellence in Education

Our Mission

Nelson Marlborough Institute of Technology (Te Whare Wānanga o Te Tau Ihu o Te Waka a Maui) will contribute to the social, economic, cultural and environmental development of Nelson, Tasman and Marlborough, through the provision of applied and vocational education and training.

Goals

1. Be excellent in education and training
2. Value and develop our people
3. Engage our communities and industries in learning
4. Spend every dollar wisely to meet our goals

If the centre shoot of the flax bush
were plucked, where would the
bellbird sing?

If you were to ask me
What is the most important
thing in the world

I should answer
It is People, People, People

Hutia te rito o te harakeke

Kei hea te Komako e Ko

Ki mai ki ahau

He aha te mea nui o te Ao?

Maku e ki atu

He Tangata, He Tangata,

He Tangata



Amanda Tainui
Ngai Tahu; Surgical Nurse Wairau Hospital, Blenheim
Bachelor of Nursing Graduate

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Role of this Annual Report

Purpose

The purpose of this Annual Report is to provide information to assist users in:

- Assessing Nelson Marlborough Institute of Technology's (NMIT) financial and service performance, financial position and cash flows;
- Assessing Nelson Marlborough Institute of Technology's compliance with legislation, regulations, common law and contractual arrangements, as these relate to the assessment of its financial and service performance, financial position and cash flows;
- Making decisions about providing resources to, or doing business with, Nelson Marlborough Institute of Technology.

Thus the Annual Report has an accountability role and an informative role.

Annual financial statements are required by the Public Finance Act 1989 and the Crown Entities Act 2004. Financial and non-financial information is required to be included for significant activities.

Relationship to Other Key Documents

Under the Education Act 1989 and its amendments, Nelson Marlborough Institute of Technology must prepare and adopt the following key documents:

- Charter of the Institution (section 180)
- Statement of Objectives including performance measures (section 203)
- Investment Plan 2008-2010 (section 220)
- Annual Report (section 220)

Role of Council

Nelson Marlborough Institute of Technology is under the control of a Council comprised of elected and appointed members from the Nelson Marlborough region. The role of the Council is the governance of the institution, policy making and the appointment and performance management of the Chief Executive.

The Council delegates the management of the academic and administrative operation of the Institute to the Chief Executive.

Responsibilities of the Council of NMIT are to:

1. Approve and monitor the implementation of the Charter which sets out the role and purpose of the Institute
2. Determine the strategic direction of the institution
3. Approve the institution's objectives
4. Ensure that the financial, physical, educational and intellectual assets of the institution are efficiently and effectively managed
5. Appoint the Chief Executive
6. Monitor the performance of the Chief Executive
7. Consult with stakeholders when reviewing the Investment Plan
8. Establish an academic board to advise the Council on matters relating to courses of study or training and other academic matters.

This 2009 Annual Report was approved by the NMIT Council on 23 March 2010.

NMIT Council Members

Ross Butler (Chair), Ian Paterson (Deputy Chair), Tony Gray (Chief Executive), Allen Hippolite, Andrew Rowe, Clare Atkins, Virginia Watson, Helen Joseph¹, Claudia Wysocki (Scanlon)², Kerry Marshall, Leo McKendry, Luke Katu, Marion Heinz, Rachel Boyack³, Daryl Wehner⁴.

¹ Replaced Hemaima Hughes as Maata Waka Representative on Council from 18th August 2009.

² Replaced Hilary Mitchell as Ministerial Appointment from 1 June 2009.

³ Student Association President and student representative on Council from 15th April 2009.

⁴ Joined Council on 24th March 2009.

Council Chair's Foreword



Tēnā koutou

On behalf of the Council of NMIT, I am pleased to present the Annual Report for the organisation for 2009.

I congratulate our graduates, welcome our new students and staff, and wish all departing students every success as they use their skills acquired at NMIT.

In summary, it was a difficult, but successful and satisfying year.

The Chief Executive's report details our successes and achievements of strategic objectives in terms of:

- Student outcomes and numbers
- Major capital investments and projects
- The restructuring of the Institute to reflect changing student, community and government demands
- Community engagement and responsiveness, and
- Financial soundness and sustainability, and an above target surplus. I hasten to add that this surplus is equivalent to less than half a month's expenses for the Institute, so is clearly a very fine margin
- Our commitment to engaging with local Maori as evidenced by Council Treaty training, active Council participation in the Te Tari Maori Graduation, consultation on a Treaty Policy, and support and encouragement for the proposed new Iwi Advisory Committee.

We are pleased and proud of these achievements during a year of tough economic challenges within our Nelson Marlborough region, nationally, and internationally.

2010 is not going to be any easier, but I am confident that sound governance, our values-based way of working together, excellent leadership, management and committed staff, fantastic engagement and input from our communities, our appreciation of financial sustainability, and the support of political leaders and government agencies, will enable us to again achieve the student and community outcomes that are the basis of our strategic and business plans.

During 2010, NMIT will also need to:

- Assume a new, leaner governance structure, as a consequence of new legislation
- Adopt a new Investment Plan, showing our stakeholders how we will use our scarce resources to achieve a higher level of student and community outcomes
- Focus on the quality of our student outcomes and experiences, on the relevance of our curriculum, and on the quality of the delivery of teaching
- Collaborate with other institutions in quality assurance, curriculum, delivery, and shared infrastructure and services
- Balance the competing forces of increased demand for better services with the likelihood of steady funding.

I would like to take the opportunity to thank my fellow members of Council for their commitment, our Chief Executive Tony Gray for his leadership and passion for NMIT as a quality Institute, and our dedicated management and staff. In particular, I would like to pay tribute to Ian Paterson, a stalwart member of Council since 1997, and a loyal Deputy Chair for the last ten years. Ian has indicated that he is not seeking re-appointment or election. Ian's values, understanding of industrial matters, attention to detail, and his passion for helping people to learn how to learn, will be missed.

Nō reira.

He mihi nui ki a koutou. Tēnā koutou, tēnā koutou. Kia ora mai tātou.

Ross Butler
Council Chair

Chief Executive's Report



E ngā Mana, e ngā Reo e ngā Rau Rangitira mā. Tēnā koutou katoa.

The year 2009 saw the culmination of a number of operational and capital projects which have been in planning and development over a three year period. These developments were coupled with the achievements of the Institution's target equivalent full-time student (EFTS) number of 3,444 comprising 9,227 enrolments on programmes from foundation to degree level. The average completion rate for the year was 82% and student satisfaction levels were at 88%. An operating surplus of \$1.7m reflects significant efforts from all staff at the Institute in ensuring that all costs are controlled and opportunities for income generation are realised, using the significant resources available at NMIT.

The year saw the completion of a number of major capital projects and, most significantly, the securing of \$8.132m of Government funding for the building of a new Arts & Media facility, to be completed by the start of the 2011 academic year. This facility will substantially improve the resource base for Arts & Media at NMIT, providing high-quality technical, workshop, and performance space for provision up to and including degree level. A new Aviation Engineering workshop facility was completed at RNZAF Base Woodbourne in Blenheim providing additional specialist resource space for the training of aircraft engineers and further enhancing the partnership between the RNZAF and the Institute, which was extended to include officer training, previously undertaken in Australia. The building of the Education Centre at the Brook Conservation Sanctuary was completed in November and provides an excellent facility for the teaching of environment and conservation education and training for the Nelson Tasman region, and further supports NMIT's work with the Department of Conservation and the national Trainee Ranger Programme.

As the region's largest tertiary education provider, the on-going building of relationships to assist in identifying and responding to our region's social, economic, cultural, and environmental needs remains the strongest of drivers for our work. This is reflected in NMIT's partnership role in a range of projects across New Zealand and the Top of the South, including those with the Iwi of Te Tau Ihu o Te Waka a Maui, with whom the development of a new Treaty of Waitangi policy and Iwi Advisory Committee have been key pieces of work; the Horoirangi initiative with Wakatu Incorporation and Cawthron Institute to develop a Centre of Excellence for Seafood and Aquaculture; the Aviation industry cluster with the Nelson Tasman EDA; the 'black hull, green ports' initiative at Port Nelson; and the delivery in partnership with the ATTO and Air New Zealand, of the Governments flagship Kia Ora Mai training programme for customer service training up to the 2011 Rugby World Cup are all examples of the Institutes significant role in the development of the region. NMIT is uniquely positioned and skilled for providing the momentum to support and help generate the economy of the region as it looks to position itself coming out of recession and towards greater stability.

To achieve its successes NMIT has, and will continue to focus on the successful transition of young people from school into tertiary education; the improving of higher level learning opportunities for Maori and

Pasifika students; the embedding of literacy and numeracy skills into all our programmes; and ensuring that the curriculum offered by the Institute is 'fit for purpose' and as a result retains and leads to successful outcomes for those learners who invest substantially in undertaking the variety of programmes available.

NMIT remains focussed as a people organisation, always seeking to recognise the very significant contributions of so many individuals and teams, with the talent and commitment of learners and colleagues again recognised through scholarships and awards at both a local and national level.

The considerable sacrifice and enthusiasm of learners continues to be an inspiration to all involved with the Institute, and gives real meaning and purpose to the value of tertiary education. The skills, dedication, and professionalism of the staff of the Institute, providing and striving for education of the highest academic standard and having training provision with a real industry focus, ensures quality outcomes for learners and for those employers fortunate to take on NMIT graduates. The essential components of good governance and particularly the commitment of Ross Butler as Chair of Council, have been ably carried during 2009 by the NMIT Council.

Nō reira.

Mā te atua, tātou e tiaki.

Tēnā koutou, tēnā kouto. Tenā tātou katoa.

Tony Gray
Chief Executive

Statement of Responsibility


for the year ended 31 December 2009

In the financial year ended 31 December 2009, the Council and management of Nelson Marlborough Institute of Technology were responsible for:

1. The preparation of the financial statements and statement of performance and the judgements used therein: and
2. Establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting.

In the opinion of Council and management of Nelson Marlborough Institute of Technology the financial statements for the financial year fairly reflect the financial position and operations of Nelson Marlborough Institute of Technology.

The financial statements were authorised for issue by the Council on 23 March 2010.



R Butler
Council Chair



A Rowe
Chair of Audit and Risk Committee



T J Gray
Chief Executive



M Vanner
Director of Finance and Corporate Services

Audit Report

To the readers of Nelson Marlborough Institute of Technology and group's financial statements and performance information for the year ended 31 December 2009

The Auditor-General is the auditor of Nelson Marlborough Institute of Technology (the Institute) and group. The Auditor-General has appointed me, Scott Tobin, using the staff and resources of Audit New Zealand, to carry out the audit on her behalf. The audit covers the financial statements and statement of service performance included in the annual report of the Institute and group for the year ended 31 December 2009.

Unqualified opinion

In our opinion:

- the financial statements of the Institute and group on pages iii to xxvi:
 - comply with generally accepted accounting practice in New Zealand; and
 - fairly reflect:
 - the Institute and group's financial position as at 31 December 2009; and
 - the results of operations and cash flows for the year ended on that date.
- the performance information of the Institute and group on pages 7 to 10 fairly reflects its service performance achievements measured against the performance targets adopted for the year ended on that date.

The audit was completed on 20 April 2010, and is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Council and the Auditor, and explain our independence.

Basis of opinion

We carried out the audit in accordance with the Auditor-General's Auditing Standards, which incorporate the New Zealand Auditing Standards.

We planned and performed the audit to obtain all the information and explanations we considered necessary in order to obtain reasonable assurance that the financial statements and statement of service performance did not have material misstatements whether caused by fraud or error.

Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements and statement of service performance. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

The audit involved performing procedures to test the information presented in the financial statements and statement of service performance. We assessed the results of those procedures in forming our opinion.

Audit procedures generally include:

- determining whether significant financial and management controls are working and can be relied on to produce complete and accurate data;
- verifying samples of transactions and account balances;
- performing analyses to identify anomalies in the reported data;
- reviewing significant estimates and judgements made by the Council;
- confirming year-end balances;
- determining whether accounting policies are appropriate and consistently applied; and

- determining whether all financial statement and statement of service performance disclosures are adequate.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements and statement of service performance.

We evaluated the overall adequacy of the presentation of information in the financial statements and statement of service performance. We obtained all the information and explanations we required to support our opinion above.

Responsibilities of the Council and the Auditor

The Council is responsible for preparing financial statements in accordance with generally accepted accounting practice in New Zealand. Those financial statements must fairly reflect the financial position of the Institute and group as at 31 December 2009. They must also fairly reflect the results of operations and cash flows for the year ended on that date. The Council is also responsible for preparing performance information that fairly reflects the service performance achievements for the year ended 31 December 2009. The Council's responsibilities arise from the Education Act 1989 and the Crown Entities Act 2004.

We are responsible for expressing an independent opinion on the financial statements and statement of service performance and reporting that opinion to you. This responsibility arises from section 15 of the Public Audit Act 2001 and the Crown Entities Act 2004.

Independence

When carrying out the audit we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the New Zealand Institute of Chartered Accountants.

Other than the audit, we have no relationship with or interests in Institute or any of its subsidiaries.



S M Tobin
Audit New Zealand
On behalf of the Auditor-General
Christchurch, New Zealand

Matters relating to the electronic presentation of the audited financial statements and performance information

This audit report relates to the financial statements and performance information of Nelson Marlborough Institute of Technology (the Institute) and group for the year ended 31 December 2009 included on the Institute's website. The Institute's Council is responsible for the maintenance and integrity of the Institute's website. We have not been engaged to report on the integrity of this website. We accept no responsibility for any changes that may have occurred to the financial statements and performance information since they were initially presented on the website.

The audit report refers only to the financial statements and performance information named above. It does not provide an opinion on any other information which may have been hyperlinked to or from the financial statements and performance information. If readers of this report are concerned with the inherent risks arising from electronic data communication they should refer to the published hard copy of the audited financial statements and performance information as well as the related audit report dated 20 April 2009 to confirm the information included in the audited financial statements and performance information presented on this website.

Legislation in New Zealand governing the preparation and dissemination of financial information may differ from legislation in other jurisdictions.

TWO YEAR PERFORMANCE SUMMARY FOR THE GROUP

for the year ended 31 December 2009

	2009	2008
	(\$000)	(\$000)
Revenue		
Government grants	25,380	23,723
Tuition fees	22,916	21,283
Finance income	1,017	1,746
Other income	3,014	2,604
Total	52,327	49,356
Expenses		
Personnel costs	17,061	15,742
Depreciation expenses	2,827	2,367
Impairment expenses	3	53
Finance costs	278	513
Other expenses	30,423	29,139
Total	50,592	47,814
Share of net surplus/(deficit) from associates	(9)	11
Surplus / (deficit) (\$000)	1,726	1,553
Ratio Analysis		
Surplus as a % of Total Revenue	3%	3%
Return on Fixed Assets (:\$1)	0.03	0.02
Return on Equity (:\$1)	0.02	0.02
Operating Revenue /Fixed Assets (:\$1)	1	1
Liquidity Ratio (:\$1)	1	1
Debt Equity Ratio (:\$1)	-	-
Equity (\$000)	75,265	64,643
Fixed Assets (\$000)	67,693	62,843
Bank and Short Term Funds (\$000)	21,749	15,478
Net Assets per EFTS (\$)	21,584	21,327
Net Cash Flows from Operating Activities (\$000)	5,338	5,823
Total Cash Flows from operations including Investing & Financing Activities (\$000)	2,746	1,957
Purchase of fixed Assets (\$000)	10,347	7,296
Purchase of Fixed Assets / Depreciation (:\$1)	4	3
Net Cost of Services (\$000)	50,288	45,447
Net Cost of Services per EFTS (\$) - Actual	14,602	14,994
Net Cost of Services per EFTS (\$) - Budget	9,857	7,618
Personnel Costs per EFTS (\$)	4,954	5,194
Capital Expenditure per EFTS (\$)	3,004	2,407
Fixed Assets per EFTS (\$)	19,655	20,734

Key Student and Staff Performance Indicators

TEC EFTS	2,724	2,750
International EFTS	244	195
International EFTS (Overseas Delivery)	266	-
ITO	38	32
TOPS	3	8
STAR	39	40
Other EFTS	130	6
Total	3,444	3,031
Total Enrolments	9,227	8,838
TEC funding per TEC funded EFTS (\$)	9,317	8,627
Domestic student fees per TEC EFTS (\$)	8,413	7,739
International fees per international EFTS (\$)	11,553	14,456
Total revenue per total EFTS (\$)	15,194	16,284
Student satisfaction (overall)	88%	89%
Student completion	82%	79%
Total academic staff (FTE)	109	130
Total allied staff (FTE)	123	125
Total staffing (FTE)	233	255
Academic staff FTE / Allied staff FTE (:1)	0.9:1	1.0:1

STATEMENT OF FINANCIAL PERFORMANCE

For year ended 31 December 2009

	Notes	Institute		Actual 2008 (\$000)	Group	
		Actual 2009 (\$000)	Budget 2009 (\$000)		Actual 2009 (\$000)	Actual 2008 (\$000)
Income						
Government grants	3	25,380	18,232	23,723	25,380	23,723
Tuition fees	3	22,916	8,001	21,283	22,916	21,283
Finance income	3	1,017	595	1,746	1,017	1,746
Other income	3	2,997	4,179	2,597	3,014	2,604
Total income	2	52,310	31,007	49,349	52,327	49,356
Operating expenses						
Personnel costs	4	17,061	16,477	15,742	17,061	15,742
Depreciation expenses		2,827	2,500	2,367	2,827	2,367
Impairment expenses		3	-	0	3	53
Finance costs	5	287	600	536	278	513
Other expenses	6	30,397	11,073	29,114	30,423	29,139
Total operating expenses	2	50,575	30,650	47,759	50,592	47,814
Share of net surplus/(deficit) from associates		-	-	-	(9)	11
Operating surplus / (deficit)		1,736	357	1,590	1,726	1,553

STATEMENT OF COMPREHENSIVE INCOME

For year ended 31 December 2009

	Notes	Institute		Actual 2008 (\$000)	Group	
		Actual 2009 (\$000)	Budget 2009 (\$000)		Actual 2009 (\$000)	Actual 2008 (\$000)
Surplus / (deficit)		1,736	357	1,590	1,726	1,553
Gains on Property Revaluations	13	2,774	-	-	2,774	-
Total comprehensive Income		4,509	357	1,590	4,500	1,553

Explanations of major variances against budget are provided in note 22

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION

As at 31 December 2009

	Notes	Institute			Group	
		Actual 2009 (\$000)	Budget 2009 (\$000)	Actual 2008 (\$000)	Actual 2009 (\$000)	Actual 2008 (\$000)
Assets						
Current assets						
Cash and cash equivalents	7	12,349	12,925	3,478	12,349	3,478
Debtors and other receivables	8	5,180	2,408	3,509	5,180	3,509
Other financial assets	9	9,400	-	12,000	9,400	12,000
Prepayments		182	461	462	182	462
Total current assets		27,111	15,794	19,449	27,111	19,449
Non-current assets						
Investments in associates	17	2	70	2	58	67
Other financial assets	9	15	-	15	15	15
Fixed assets	15	67,693	66,397	62,843	67,693	62,843
Intangibles	16	625	-	336	625	336
Total non-current assets		68,335	66,467	63,196	68,391	63,261
Total assets		95,446	82,261	82,645	95,502	82,710
Liabilities						
Current liabilities						
Trade creditors	10	4,212	2,100	3,906	4,212	3,906
Revenue received in advance	12	13,648	12,328	12,619	13,648	12,619
Other financial liabilities	12	878	-	384	601	107
Provisions	11	1,640	2,226	1,296	1,640	1,296
Total current liabilities		20,378	16,654	18,205	20,101	17,928
Non-current liabilities						
TEC suspensory loans	18	-	4,000	-	-	-
Provisions	11	137	-	139	137	139
Total non-current liabilities		137	4,000	139	137	139
Total liabilities		20,515	20,654	18,344	20,237	18,067
Net assets		74,931	61,607	64,301	75,265	64,643
Equity						
Capital introduced	13 & 18	25,969	16,969	19,845	25,969	19,845
Accumulated funds	13	3,208	1,657	1,475	3,541	1,817
Revaluation reserves	13	42,900	40,126	40,126	42,900	40,126
Capital reserves	13	2,855	2,855	2,855	2,855	2,855
Total equity		74,931	61,607	64,301	75,265	64,643

STATEMENT OF CHANGES IN EQUITY

For year ended 31 December 2009

	Notes	Institute			Group	
		Actual 2009	Budget 2009	Actual 2008	Actual 2009	Actual 2008
		(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Public equity as at 1 January		64,298	61,250	62,323	64,643	62,702
Total comprehensive income		4,509	357	1,590	4,500	1,553
Crown equity contribution		6,125	-	385	6,125	385
Total recognised revenue and expenditure		10,634	357	1,975	10,624	1,938
Public equity as at 31 December	13	74,931	61,607	64,298	75,267	64,640

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS

For year ended 31 December 2009

	Notes	Institute			Group	
		Actual 2009	Budget 2009	Actual 2008	Actual 2009	Actual 2008
		(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
Cash flows from operating activities						
Receipts from government grants		25,522	18,232	23,552	25,522	23,552
Receipts from tuition fees		20,955	8,143	22,394	20,955	22,394
Receipts from other income		3,506	4,179	3,166	3,506	3,166
Interest income received		947	595	1,746	947	1,746
Payments to employees		(16,719)	(16,477)	(15,806)	(16,719)	(15,806)
Payments to suppliers		(29,651)	(11,074)	(28,336)	(29,651)	(28,336)
Interest paid		(287)	(600)	(490)	(287)	(490)
GST (net)		1,065	2	(403)	1,065	(403)
Net cash flows from operating activities		5,338	3,002	5,823	5,338	5,823
Cash flows from investing activities						
Receipts from sale of property, plant and equipment		-	-	(71)	-	(71)
Purchase of property, plant and equipment		4,772	7,056	7,174	4,772	7,174
Purchase of intangible assets		420	-	122	420	122
Movement in investments		-	-	-	-	-
Acquisition of investments		(2,600)	-	(3,500)	(2,600)	(3,500)
Net cash flows from investing activities		(2,592)	(7,056)	(3,867)	(2,592)	(3,867)
Cash flows from financing activities						
TEC suspensory loans		-	4,000	-	-	-
TEC equity injections	13 & 18	6,125	-	385	6,125	385
Net cash flows from financing activities		6,125	4,000	385	6,125	385
Cash and cash equivalents at beginning of the year		3,478	12,979	1,137	3,478	1,137
Cash and cash equivalents at end of the year		12,349	12,925	3,478	12,349	3,478

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS (CONTINUED)

For period ending December 2009

Reconciliation of net surplus / (deficit) to the net cash flow from operating activities

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Reported net surplus / (deficit)	1,736	1,590	1,726	1,553
Add / (less) non -cash items :				
Share of associates (surplus) / deficit	-	-	(9)	11
Depreciation	2,827	2,367	2,827	2,367
Impairment charges	3	2	3	53
Add/(less) items classified as investing or financing activities:				
Net (gain) loss on sale of fixed assets	17	73	17	73
Finance lease movements	-	(5)	-	(5)
Net movement in non-current provisions	2	(10)	2	(10)
Capital creditors movement	108	(246)	108	(246)
Add/(less) movements in working capital items:				
(Increase) / decrease in accounts receivable	(1,768)	(1,227)	(1,768)	(1,227)
(Increase) / decrease in prepayments	279	(1)	279	(1)
(Increase) / decrease in loans & receivables	-	260	-	260
Increase / (decrease) in trade creditors	213	713	213	713
Increase / (decrease) in provisions	344	(58)	344	(58)
Increase / (decrease) in other current financial liabilities	1,576	2,364	1,576	2,359
Net cash inflow / (outflow) from operating activities	5,338	5,822	5,320	5,842

NOTES TO THE FINANCIAL STATEMENTS

1. Statement of accounting policies for year ended 31 December 2009

The reporting entity

Nelson Marlborough Institute of Technology is a TEI domiciled in New Zealand and is governed by the Crown Entities Act 2004 and the Education Act 1989.

The Institute and group consist of Nelson Marlborough Institute of Technology and its subsidiaries; Nelson Polytechnic Educational Society Incorporated (100% owned), Nelson Academy Limited (100% owned), New Zealand School of Fisheries Limited (100% owned) and NMIT International Limited (100% owned). Its 50% interest in Business Development Company Limited is accounted for as a jointly owned entity and is proportionately consolidated into the group financial statements.

The primary objective of the Institute and group is to provide tertiary education services for the benefit of the community rather than making a financial return.

Accordingly the Institute has designated itself and the group as public benefit entities for the purpose of New Zealand equivalents to International Financial Reporting Standards (NZ IFRS).

The financial statements of the Institute and group are for the year ended 31 December 2009.

Basis of preparation

The financial statements of the Institute and group have been prepared in accordance with the requirements of the Crown Entities Act 2004 and the Education Act 1989, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

These financial statements have been prepared in accordance with NZ GAAP. They comply with NZ IFRS, and other applicable financial reporting standards, as appropriate for public benefit entities.

Basis of consolidation

The consolidated financial statements comprise the financial statements of Nelson Marlborough Institute of Technology and its subsidiaries as at 31 December each year ('the Group'). The financial statements of subsidiaries are prepared for the same reporting period as the parent company, using consistent accounting policies. All inter-entity balances and transactions, including unrealised profits arising from intra-group transactions, have been eliminated in full. Unrealised losses are eliminated unless costs cannot be recovered.

Subsidiaries are consolidated from the date on which control is transferred to the Group and cease to be consolidated from the date on which control is transferred out of the Group. Where there is loss of control of a subsidiary, the consolidated financial statements include the results for the part of the reporting year during which Nelson Marlborough Institute of Technology has control.

Property, plant and equipment

The measurement bases used for determining the gross carrying amount for each class of assets is as follows:

- Land and buildings are measured at fair value less subsequent accumulated depreciation and subsequent accumulated impairment losses.
- Plant and equipment, motor vehicles, computer hardware and library books are stated at cost less accumulated depreciation and any accumulated impairment losses.

Land and buildings have been valued and incorporated into the financial statements on the basis of a valuation by Duke & Cooke Ltd (Registered Valuers) as at 31 December 2009. Building and land additions are initially recorded at cost until a further revaluation is completed. Increases in the value of land and buildings are recorded in the Asset Revaluation Reserve.

It should be noted that formal legal transfer of title for Land and Buildings acquired prior to 1 January 1990 by the then Department of Education has yet to occur.

The Institute's Council is of the opinion that in substance it has all the normal risks associated with ownership and accordingly it would be misleading to exclude these assets and associated depreciation from the Financial Statements. Approval from the Ministry of Education is required to sell any asset with a cost of \$50,000 or more.

Depreciation is calculated on a straight-line basis over the estimated useful life of the asset as follows:

Class of assets	Rate
Buildings	1%-25% per annum
Plant and equipment	10%-33.33% per annum
Motor vehicles	20% per annum
Computer hardware	25% per annum
Library books	10% per annum

Revaluations

Following initial recognition at cost, land and buildings are carried at a revalued amount which is the fair value at the date of the revaluation less any subsequent accumulated depreciation on buildings and accumulated impairment losses.

Fair value is determined by reference to market-based evidence, which is the amount for which the assets could be exchanged between a knowledgeable willing buyer and a knowledgeable willing seller in an arm's length transaction as at the valuation date. Revaluation of property, plant and equipment is carried out on a class of asset basis.

Any net revaluation surplus is credited to the asset revaluation reserve included in the equity section of the balance sheet unless it reverses a net revaluation decrease of the same asset previously recognised in the statement of financial performance.

Any net revaluation decrease is recognised in the statement of financial performance unless it directly offsets a previous net revaluation increase in the same asset revaluation reserve.

Any accumulated depreciation as at revaluation date is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Upon disposal, any revaluation reserve relating to the particular asset being sold is transferred to retained earnings.

Independent valuations are performed with sufficient regularity to ensure that the carrying amount does not differ materially from the asset's fair value at the balance sheet date.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset.

Any gain or loss arising on de-recognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the item) is included in the statement of financial performance in the year the item is derecognised.

Financial Assets at fair value through other comprehensive income

Financial assets at fair value through the other comprehensive income are those that are designated as fair value through other comprehensive income or are not classified in any of the other categories above. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance date.

The Institute and group designates in this category:

- investments it intends to hold long term but which may be realised before maturity
- shareholdings it holds for investment purposes

After initial recognition these investments are measured at their fair value, with gains and losses recognised in other comprehensive income except for impairment losses, which are recognised in the surplus or deficit.

On derecognition the cumulative gain or loss previously recognised in other comprehensive income is reclassified from equity to the surplus or deficit.

Impairment of non-financial assets

Non-financial assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment.

Assets that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets is the present value of expected future cash flows.

If an asset's carrying amount exceeds its recoverable amount the asset is impaired and the carrying amount is written down to the recoverable amount. For revalued assets the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the statement of financial performance.

For assets not carried at a revalued amount, the total impairment loss is recognised in the statement of financial performance.

The reversal of an impairment loss on a revalued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in statement of financial performance, a reversal of the impairment loss is also recognised in the statement of financial performance.

For assets not carried at a revalued amount (other than goodwill) the reversal of an impairment loss is recognised in the statement of financial performance.

Investment properties

An investment property is initially measured at its cost including transaction cost. Where an investment property is acquired at no cost or nominal cost, its cost is deemed to be its fair value as at the date of acquisition.

Subsequent to initial recognition investment properties are stated at fair value as at each balance sheet date as determined annually by an independent valuer.

Gains or losses arising from changes in the fair values of investment properties are recognised in the statement of financial performance in the year in which they arise.

Investment properties are derecognised when they have either been disposed of or when the investment property is permanently withdrawn from use and no future benefit is expected from its disposal.

Any gains or losses on de-recognition of an investment property are recognised in the statement of financial performance in the year of de-recognition.

Intangible assets

- Software acquisition and development

Acquired computer software licenses are capitalised on the basis of the costs incurred to acquire and bring to use the specific software.

Staff training costs are recognised as an expense when incurred.

Costs associated with maintaining computer software are recognised as an expense when incurred.

- Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life.

Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the surplus or deficit.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

· Computer software	3 - 4 years	25% - 33%
· Computer development costs	5 years	20%

Computer software

Computer software is separately acquired and capitalised at its cost as at the date of acquisition. After initial recognition, separately acquired intangible assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Computer software

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

- Finite – 4 years
- Straight line method
- Separately acquired

The amortisation period and amortisation method for each class of intangible asset having a finite life is reviewed at each balance date. If the expected useful life or expected pattern of consumption is different from the previous assessment, changes are made accordingly.

The carrying value of each class of intangible asset is reviewed for indicators of impairment annually. Intangible assets are tested for impairment where an indicator of impairment exists.

Gains or losses arising from derecognition of an intangible asset are measured as the difference between the net disposal proceeds and the carrying amount of the asset and are recognised in the statement of financial performance when the asset is derecognised.

Research costs

Research costs are recognised as an expense in the statement of financial performance in the year in which it is incurred.

Investments

All investments are initially recognised at cost, being the fair value of the consideration given and, in the case of an investment not at fair value through profit or loss, including acquisition charges associated with the investment.

After initial recognition, investments which are classified as available-for-sale are measured at fair value or at cost in cases where the fair value cannot be reliably measured.

Gains or losses on available-for-sale investments are recognised as a separate component of equity until the investment is sold, collected or otherwise disposed of, or until the investment is determined to be impaired, at which time the cumulative gain or loss previously reported in equity is included in the statement of financial performance.

Non-derivative financial assets with fixed or determinable payments that are not quoted in an active market are classified as loans and receivables. Investments in bank deposits are classified as loans and receivables.

Investments classified as loans and receivables, are subsequently measured at amortised cost using the effective interest method.

Amortised cost is calculated by taking into account any discount or premium on acquisition, over the period to maturity.

For investments carried at amortised cost, gains and losses are recognised in income when the investments are derecognised or impaired, as well as through the amortisation process.

For investments where there is no quoted market price, fair value is determined by reference to the current market value of another instrument which is substantially the same or is calculated based on the expected cash flows of the underlying net asset base of the investment. Where the fair value cannot be reliably determined the investments are measured at cost.

Student fees and other receivables

Student fees and other receivables are recognised and carried at original receivable amount less an allowance for any uncollectible amounts. An estimate for doubtful debts is made when collection of the full amount is no longer probable. Bad debts are written off when identified.

Cash and cash equivalents

Cash and short-term deposits in the balance sheet comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts.

Borrowing costs

Borrowing costs are recognised as an expense in the year in which they are incurred, except that borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset shall be capitalised as part of the cost of that asset till substantially all activities necessary to prepare the qualifying asset for its intended use are complete.

An asset that takes a substantial period of time to get ready for its intended use is considered as a qualifying asset.

Interest-bearing loans and borrowings

All loans and borrowings are initially recognised at cost, being the fair value of the consideration received net of transaction costs associated with the borrowing.

After initial recognition, interest-bearing loans and borrowings are measured at amortised cost using the effective interest method.

Amortised cost is calculated by taking into account any transaction costs, and any discount or premium on settlement.

Gains and losses are recognised in the statement of financial performance when the liabilities are derecognised, as well as through the amortisation process.

Provisions

Provisions are recognised when the group has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

If the effect of the time value of money is material, provisions are determined by discounting the expected future cash flows at a pre-tax discount rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability.

Provisions are reviewed at each balance sheet date and adjusted to reflect the current best estimate. Where it is no longer probable that an outflow of resources embodying economic benefits will be required to settle the obligation, the provision shall be reversed.

Where discounting is used, the increase in the provision due to the passage of time is recognised as a finance cost.

Employee entitlements

Employee benefits that the group expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, sick leave, retirement leave and long service leave.

Annual leave has been calculated based on actual entitlements based on current rates of pay. Retirement leave and long service leave has been recorded on an employee's expected entitlement using an actuarial basis as supplied by NZ Treasury. Sick leave is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that the Group anticipates it will be used by staff to cover those future absences.

Leases

Finance leases, which transfer to the group substantially all the risks and benefits incidental to ownership of the leased item, are capitalised at the inception of the lease at the fair value of the leased property or, if lower, at the present value of the minimum lease payments. The Institute has received Ministerial approval for all such leases.

Lease payments are apportioned between the finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are included in the statement of financial performance as finance costs.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the asset and the lease term.

Leases where the lessor retains substantially all the risks and benefits of ownership of the asset are classified as operating leases.

Initial direct costs incurred in negotiating an operating lease are added to the carrying amount of the leased asset and recognised over the lease term on the same basis as the lease income

Operating lease payments are recognised as an expense in the statement of financial performance on a straight-line basis over the lease term.

Revenue

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the group and the revenue can be reliably measured. The following specific recognition criteria must also be met before revenue is recognised:

Government grants

Government grants are recognised when eligibility to receive the grant has been established and it is recognised over the period in which the course is taught by reference to the stage of completion of the course as at the balance sheet date.

Stage of completion is measured by reference to the days of course completed as a percentage of total days for each course.

Where funds have been received but not earned at balance date Revenue in Advance liability is recognised.

Student tuition fees

Revenue from student tuition fees is recognised over the period in which the course is taught by reference to the stage of completion of the course as at the balance sheet date.

Stage of completion is measured by reference to the days of course completed as a percentage of total days for each course.

Sale of materials

Revenue is recognised when the significant risk and rewards of ownership have passed to the buyer and can be measured reliably.

Interest

Revenue is recognised as the interest accrues (using the effective interest method which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial instrument) to the net carrying amount of the financial asset.

GST

All items in the financial statements are recognised net of the amount of GST except:

- where the GST incurred on a purchase of goods and services is not recoverable from the IRD, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the balance sheet.

The net GST paid to or received from the IRD including the GST relating to investing and financing activities is classified as an operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

Income tax

Tertiary institutions are exempt from the payment of income tax under the Income Tax Act 2007.

Derecognition of financial instruments

The derecognition of a financial instrument takes place when the Group no longer controls the contractual rights that comprise the financial instrument, which is normally the case when the instrument is sold, or all the cash flows attributable to the instrument are passed through to an independent third party.

Changes in accounting estimates

There have been no changes

Standards issued but not yet effective

Amendments to NZIAS 23 – Borrowing Costs.

Associates

Associates are those entities over which NMIT has the capacity to affect substantially, but not unilaterally determine, the financial and/or operating policies. NMIT's 50% share of Business Development Company and Mahurangi Technical Institute 2005 Ltd has been disposed of in 2008.

NMIT's share in the associates surplus or deficits from unrealised gains on transactions between NMIT and its associates is eliminated.

NMIT's investments in associates are carried at cost in NMIT's own "Institute entity" financial statements.

Financial instruments

Nelson Marlborough Institute of Technology is party to financial instrument arrangements as part of its everyday operations. These financial instruments include cash and cash equivalents, investments, loans, trade and other receivables, other financial assets, loans and receivables, trade creditors and other financial liabilities.

Revenues and expenses in relation to all financial instruments are recognised in the statement of financial performance. All financial instruments are recognised in the statement of financial position.

2. Summary cost of services

	Notes	Institute		Actual 2008
		Actual 2009 (\$000)	Budget 2009 (\$000)	
Income				
Arts & Media		1,681	1,962	1,435
Aviation		983	1,086	669
Business & Computer Technology		3,155	3,543	3,062
Health & Social Services		4,337	4,201	4,122
Te Tari Maori		212	207	173
Trades, Primary Industries & Marine		5,261	4,833	4,334
Tourism, Hospitality & Wellbeing		3,021	2,655	2,456
Joint venture		24,137	750	23,194
Other activities		6,504	7,734	6,343
Total income from services		49,292	26,971	45,788
Other Income		3,018	4,036	3,561
Total Income		52,310	31,007	49,349
Expenditure				
Arts & Media		1,163	1,437	1,134
Aviation		911	607	506
Business & Computer Technology		2,575	2,520	2,351
Health & Social Services		3,278	3,198	3,261
Te Tari Maori		273	263	278
Trades, Primary Industries & Marine		3,326	2,911	2,833
Tourism, Hospitality & Wellbeing		1,812	1,696	1,579
Joint venture		21,878	729	19,790
Other activities		15,073	16,689	15,490
Total cost of services		50,288	30,050	47,222
Finance costs		287	600	536
Total expenditure		50,575	30,650	47,759

3. Income

(i) Government grants	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Student Achievement Component (SAC) funding	16,362	15,626	16,362	15,626
Tertiary Education Organisational Capacity (TEOC) funding	4,949	4,728	4,949	4,728
Quality for Reinvestment (QRP) funding	468	857	468	857
Other TEC funding	3,601	2,512	3,601	2,512
Total	25,380	23,723	25,380	23,723

(ii) Tuition fees	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Fees from domestic students	20,097	18,862	20,097	18,862
Fees from international students	2,819	2,421	2,819	2,421
Total	22,916	21,283	22,916	21,283

(iii) Finance income	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Interest	1,017	1,746	1,017	1,746
Total	1,017	1,746	1,017	1,746

(iv) Other income	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Resaleable items	123	34	123	34
Other funding	429	390	429	390
Dividend received	26	-	26	-
Rental income	344	328	344	328
Gain on sale of assets	0	-	0	-
Donations / sponsorship	20	3	20	3
Other income	2,056	1,843	2,073	1,849
Total	2,997	2,597	3,014	2,604

4. Personnel costs

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Academic salaries	8,305	7,940	8,305	7,940
General salaries & wages	7,200	6,716	7,200	6,716
Defined contribution plan employer contribution	102	(78)	102	(78)
Contractors	1,056	924	1,056	924
Redundancies	397	240	397	240
Total	17,061	15,742	17,061	15,742

5. Finance costs

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Finance costs				
Interest payable to external providers for funds held on behalf	278	512	278	512
Finance charges payable under finance leases and hire purchase contracts	-	1	-	1
Interest payable to Nelson Polytechnic Education Society for funds held on behalf	9	23	-	-
Total	287	536	278	513

6. Other expenses

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Includes the following:				
Audit fees for Audit NZ for the annual report	80	80	82	83
Audit fees paid to other providers	12	50	12	68
Donations and koha	11	9	11	9
Repairs & maintenance	390	368	390	368
Other occupancy costs	973	850	973	850
Grants & scholarships	59	63	59	63
Subcontractor payment	21,373	20,490	21,373	20,490
Course purchases	2,285	2,131	2,285	2,131
Council remuneration	68	86	68	86
Net losses of assets disposed of	18	73	18	73
Bad debts	141	145	141	145
Other expenses	4,987	4,768	5,012	4,772
Total	30,397	29,114	30,423	29,139

7. Cash and cash equivalents

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Cash includes the following for the purpose of financial position:				
Cash at bank and in hand	2,149	978	2,149	978
Short-term deposits maturing three months or less from date of acquisition	10,200	2,500	10,200	2,500
Total	12,349	3,478	12,349	3,478

Short-term deposits are made for varying periods of between one day and three months depending on the immediate cash requirements of the group, and earn interest at the respective short-term deposit rates.

The carrying value of short-term deposits with maturity dates of three months or less approximate their fair value.

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Cash includes the following for the purpose of the cash flow statement :				
Cash at bank and in hand	2,149	978	2,149	978
Short-term deposits maturing three months or less from date of acquisition	10,200	2,500	10,200	2,500
Total	12,349	3,478	12,349	3,478

8. Debtors and other receivables

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Debtors	5,315	2,865	5,315	2,865
GST	-	608	-	608
TEC provision	-	121	-	121
Provision for doubtful debts	(134)	(85)	(134)	(85)
Total	5,180	3,509	5,180	3,509

Student debtors are non-interest bearing and generally should be paid by course start date. Non student debtors are non-interest bearing and are payable by the 20th of the following month.

The carrying value of accounts receivable approximate their fair value.

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Movements in the provision for impairment of receivables are as follows:				
At 1 January	85	78	85	78
Additional provisions made during the year	62	85	62	85
Receivables written off during the year	(13)	(78)	(13)	(78)
Total as at 31 December	134	85	134	85

9. Other financial assets

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Current Portion				
Short term deposits with maturities of 4-12 months	9,400	12,000	9,400	12,000
Non-current Portion				
Investments carried at cost - Polytechnics International NZ LTD (PINZ)	15	15	15	15

Name of entity: Polytechnics International NZ Ltd (PINZ)

Principal activity: International Consultancy

Ownership: 1,500 \$10 Shares

Owner: Consortium of New Zealand Polytechnics

Total Investment: \$15k (Unchanged from 2008)

Polytechnics International NZ Ltd is an unlisted company and accordingly there are no published price quotations to determine fair value of this investment

Maturity analysis and effective interest rates:

The maturity dates for all other financial assets with the exception of equity investments and advances to subsidiaries and associates are as follows :

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Current accounts & cash in hand				
Cash in hand	2	3	2	3
BNZ current accounts	2,147	976	2,147	976
Total	2,149	978	2,149	978

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Short term deposits (with maturities of 3 months or less)				
ASB	6,400	-	6,400	-
BNZ	-	2,500	-	2,500
Westpac	-	-	-	-
SBS Bank	3,800	-	3,800	-
Total	10,200	2,500	10,200	2,500

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Short term deposits (with maturities of 4-12 months)				
ASB	-	-	-	-
BNZ	2,800	3,800	2,800	3,800
National Bank	400	4,600	400	4,600
Westpac	400	3,600	400	3,600
Kiwi Bank	600	-	600	-
SBS Bank	5,200	-	5,200	-
Total	9,400	12,000	9,400	12,000

10. Trade creditors

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Trade payables	2,844	3,221	2,844	3,221
Accrued expenses	1,368	685	1,368	685
Total	4,212	3,906	4,212	3,906

11. Provisions

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Employee entitlements:				
Provisions for redundancies	238	-	238	-
Employee disputes	-	10	-	10
Total	238	10	238	10
Employee entitlements:				
Accrued pay	(39)	399	(39)	399
Annual leave	636	795	636	795
Long service leave	87	86	87	86
Retirement gratuities	76	77	76	77
Sick leave	28	23	28	23
Holiday pay	18	10	18	10
Other	733	36	733	36
Total	1,539	1,425	1,539	1,425
Comprising:				
Current	1,640	1,296	1,640	1,296
Non-current	137	139	137	139
Total Provisions	1,777	1,435	1,777	1,435

Employee Entitlements

A provision is recognised for post employment benefits payable to employees. Employees are entitled to annual leave pay, long service leave pay and retirement gratuities. Annual leave and sick leave.

Entitlements expected to be settled within 12 months of the balance sheet date are measured at the current rates of pay and classified as current liabilities.

Entitlements related to long service leave and retirement gratuities have been calculated at present value of future cash flows determined on an actuarial basis.

Retirement leave and long service leave not vested are treated as non-current provisions.

The provision is affected by a number of assumptions including length of service, attrition rate, and salary increase.

12. Other current liabilities

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Income in advance	13,648	12,619	13,648	12,619
GST (net)	457	-	457	-
Funds held on behalf of others	-	6	-	6
Nelson Polytechnic Education Society	277	276	-	-
ACC accrual	35	30	35	30
Other	109	72	109	71
Total	14,526	13,003	14,249	12,726

13. Equity

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Capital introduced				
Capital introduced in previous years	19,845	19,460	19,845	19,460
Crown equity injection	6,125	385	6,125	385
As at 31 December	25,969	19,845	25,969	19,845
Accumulated funds				
As at 1 January	1,473	(115)	1,815	265
Surplus / (deficit)	1,736	1,590	1,726	1,553
As at 31 December	3,208	1,475	3,541	1,818
Revaluation reserves				
As at 1 January	40,126	40,126	40,126	40,126
Revaluation of land	(1,390)	-	(1,390)	-
Revaluation of buildings	4,164	-	4,164	-
As at 31 December	42,900	40,126	42,900	40,126
Capital reserves				
As at 31 December	2,855	2,855	2,855	2,855
Total equity as at 31 December	74,932	64,301	75,265	64,643

Capital Contributions:

Capital Contributions received during the year from the crown were from the Programme for Quality Fund of \$ 962k (2008 \$ 0) and Distinctive Fund \$ 30k (2008 \$ 385k). The suspensory loan of \$5.132m has also been treated as equity, see additional information in note 19.

14. Capital commitments and operating leases

Capital commitments	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
Property, plant & equipment				
Tourism facility	-	1,028	-	1,028
Arts & Media facility	8,189	-	8,189	-
Aviation hangar facility	220	-	220	-
	8,409	1,028	8,409	1,028
Intangibles				
Syllabus Plus development	221	-	221	-
	221	-	221	-
Total capital commitment	8,630	1,028	8,630	1,028

Capital commitments represent capital expenditure contracted for at the balance sheet date but not yet incurred.

Operating leases as lessee

NMIT leases property, plant and equipment in the normal course of its business. The future minimum lease payments to be paid under non-cancellable operating leases are as follows:

Non-cancellable operating leases as lessee	Institute		Group	
	2009 (\$000)	2008 (\$000)	2009 (\$000)	2008 (\$000)
Not later than one year	261	224	261	224
Later than one year and not later than five years	144	107	144	107
Later than five years	-	7	-	7
Total non-cancellable operating leases	405	338	405	338

Operating leases as lessor

NMIT leases property, plant and equipment in the normal course of its business. The future minimum lease revenue to be collected under non-cancellable operating leases are as follows:

Non-cancellable operating leases as lessor	Institute		Group	
	2009 (\$000)	2008 (\$000)	2009 (\$000)	2008 (\$000)
Not later than one year	171	174	171	174
Later than one year and not later than five years	143	115	143	115
Later than five years	30	-	30	-
Total non-cancellable operating leases	344	289	344	289

The MARAC land lease of \$30k per year has only been included for five years in this table. The term of the lease is for a period of 33 years from the commencement date with a further right of renewal of 33 years.

15. Property, plant, and equipment

Property, plant and equipment (\$000)	Cost / revaluation 1/01/2009	Accumulated depreciation & impairment charge 1/01/2009	Carrying amount 1/01/2009	Current year additions / transfers	Current year disposals	Current year disposals / accumulated depreciation	Current year impairment charge	Current year depreciation	Revaluation surplus	Cost / revaluation 31/12/2009	Accumulated depreciation & impairment charge 31/12/2009	Carrying amount 31/12/2009
NMIT OWNED ASSETS												
Land	9,500	-	9,500	-	-	-	-	-	60	9,560	-	9,560
Building	11,128	770	10,358	7,723	-	-	-	730	1,556	18,907	-	18,907
Information technology	4,373	3,325	1,048	449	380	372	-	532	-	4,442	3,486	956
Lease computers	131	131	-	-	-	-	-	-	-	131	131	(0)
Plant and equipment	6,570	5,313	1,257	1,275	312	253	-	469	-	7,534	5,527	2,006
Vehicles	692	565	127	189	49	49	-	83	-	832	599	233
Library books	3,992	3,197	795	122	3	3	3	155	-	4,107	3,349	759
Artwork	80	68	12	7	3	3	-	3	-	85	69	16
Work in progress - Buildings	6,165	-	6,165	(4,123)	-	-	-	-	-	2,042	-	2,042
Work in progress - Plant and equipment	541	-	541	(541)	-	-	-	-	-	-	-	-
Work in progress - Computers	129	-	129	(128)	-	-	-	-	-	-	-	-
Sub Total	43,301	13,369	29,932	4,973	746	680	3	1,972	1,616	47,640	13,161	34,480
CROWN OWNED ASSETS												
Land	19,400	-	19,400	-	-	-	-	-	(1,450)	17,950	-	17,950
Building	15,222	1,711	13,511	-	-	-	-	856	2,607	15,263	-	15,263
Sub Total	34,622	1,711	32,911	-	-	-	-	856	1,157	33,213	-	33,213
Total Institute and group property, plant and equipment	77,923	15,080	62,843	4,973	746	680	3	2,827	2,774	80,853	13,161	67,693

15. Property, plant, and equipment

Property, plant and equipment (\$000)	Cost / revaluation 1/01/2008	Accumulated depreciation & impairment charge 1/01/2008	Carrying amount 1/01/2008	Current year additions / transfers	Current year disposals / depreciation	Current year disposals / depreciation	Current year impairment charge	Current year depreciation	Revaluation surplus	Release of previous years unmatched disposals	Cost / revaluation 31/12/2008	Accumulated depreciation & impairment charge 31/12/2008	Carrying amount 31/12/2008
NMIT OWNED ASSETS													
Land	9,500	-	9,500	-	-	-	-	-	-	-	9,500	-	9,500
Building	11,035	370	10,665	93	-	-	-	400	-	-	11,128	770	10,358
Information technology	3,848	2,853	995	569	44	40	-	512	-	-	4,373	3,325	1,048
Lease computers	131	126	5	-	-	-	-	5	-	-	131	131	-
Plant and equipment	6,376	5,029	1,347	190	28	30	-	313	-	32	6,570	5,313	1,257
Vehicles	691	497	194	1	-	-	-	68	-	-	692	565	127
Library books	3,806	3,044	762	186	-	-	-	153	-	-	3,992	3,197	795
Artwork	79	66	13	1	-	-	-	3	-	-	80	68	12
Work in progress - Buildings	665	-	665	5,500	-	-	-	-	-	-	6,165	-	6,165
Work in progress - Plant and equipment	-	-	-	541	-	-	-	-	-	-	541	-	541
Work in progress - Computers	-	-	-	129	-	-	-	-	-	-	129	-	129
Sub Total	36,131	11,985	24,146	7,210	72	70	-	1,454	-	32	43,301	13,369	29,932
CROWN OWNED ASSETS													
Land	19,400	-	19,400	-	-	-	-	-	-	-	19,400	-	19,400
Building	15,223	856	14,367	-	-	-	-	855	-	-	15,222	1,711	13,511
Sub Total	34,623	856	33,767	-	-	-	-	855	-	-	34,622	1,711	32,911
Total Institute and group property, plant and equipment	70,754	12,841	57,913	7,210	72	70	-	2,309	-	32	77,923	15,080	62,843

16. Intangible assets

Computer Software

	Institute		Group	
	2009	2008	2009	2008
	(\$000)	(\$000)	(\$000)	(\$000)
At 1 January net of accumulated amortisation	158	94	158	94
Additions	420	122	420	122
Amortisation	70	57	70	57
Disposals at cost		-	-	-
Disposals accumulated amortisation		-	-	-
Work in progress	117	178	117	178
At 31 December net of accumulated amortisation	625	336	625	336
At 1 January				
Cost (gross carrying amount)	810	688	810	688
Accumulated amortisation	652	594	652	594
Work in progress	178	-	178	-
Net carrying amount	336	94	336	94
At 31 December				
Cost (gross carrying amount)	1,230	810	1,230	810
Accumulated amortisation	722	652	722	652
Work in progress	117	178	117	178
Net carrying amount	625	336	625	336

17. Investments in associates

NMIT has a 50% interest in the Business Development Company.

Until 31 October 2008 NMIT had a 50% interest in Mahurangi Technical Institute 2005 Ltd.

Detail are as follows:

Name of entity: Business Development Company Ltd

Principal activity: Education and Training

Country of Incorporation: New Zealand

Ownership: 50%

Owner: NMIT and Commerce Nelson

Balance Date: 30 June 2009

Institute	Actual	Actual
	2009	2008
	(\$000)	(\$000)
Investment in Business Development Company Ltd	2	2

The investment in the associate company is carried at cost in the NMIT's (parent entity) statement of financial position. Business Development Company Ltd is an unlisted company and accordingly there are no published price quotations to determine fair value of this investment.

Group	Actual	Actual
	2009	2008
	(\$000)	(\$000)
Movements in the carrying amount of investments in Business Development Company Ltd		
Balance 1 January	67	56
Net Investments during the year	-	-
Disposal of investments during the year	-	-
Share of total recognised revenues and expenses	(9)	11
Balance at 31 December	58	67

	Actual 2009 (\$000)	Actual 2008 (\$000)
Summarised financial information of Business Development Company Ltd		
Assets	124	172
Liabilities	16	28
Revenues	208	243
Surplus / (deficit)	(11)	42
Groups interest	50%	50%

Name of entity: Mahurangi Technical Institute 2005 Ltd

Principal activity: Training centre

Country of Incorporation: New Zealand

Ownership: As at 31 October 2008 all shares have been disposed of.

Shareholders Advance: As at 31 October 2008 the shareholders advance has been written down to \$Nil

Owner: Mahurangi Technical Institute 2005 Ltd and NMIT (until 31 October 2008)

Balance Date: 31 October 2008

	Actual 2009 (\$000)	Actual 2008 (\$000)
Institute		
Investments in Mahurangi Technical Institute 2005 Ltd (MTI)	-	2
Less impairment	-	(2)
Balance at 31 December	-	-

The investment in the associate company was carried at cost in the NMIT's (parent entity) statement of financial position. Mahurangi Technical Institute 2005 Ltd is an unlisted company and, accordingly there are no published price quotations to determine fair value of this investment.

According to the sale and purchase agreement during 2008, all shares have been sold back to Mahurangi Technical Institute 2005 Ltd as at 31 October 2008.

	Actual 2009 (\$000)	Actual 2008 (\$000)
Group		
Movements in the carrying amount of investments in Mahurangi Technical Institute 2005 Ltd		
Balance 1 January	-	54
Net Investments during the year	-	-
Disposal of investments during the year	-	-
Share of total recognised revenues and expenses	-	-
Impairment of investment	-	(54)
Balance at 31 December	-	-

	Actual 2009 (\$000)	Actual 2008 (\$000)
Summarised financial information of Mahurangi Technical Institute 2005 Ltd		
Assets	-	1,470
Liabilities	-	1,837
Revenues	-	3,045
Surplus / (deficit)	-	(848)
Groups interest	0%	0%

18. Contingent Liability - Suspensory loan

The Institute and Group has a contingent liability for suspensory loans received from the Crown for the building of a new Arts & Media Facility.

The total of the loan is \$ 8.132 m, with \$ 5.132 m having been received.

The remaining \$ 3 m is due to be received on completion of milestones in the building project.

The amount of the loan may convert, in total or in part, to equity if certain objectives are achieved.

There is a formal contract in place for the conversion, depending on financial and academic performance and results.

The first tranche of conversion of \$ 1.7m is scheduled for June 2010 dependant on the objectives having been met. If the Institute does not achieve the specified objectives, repayment must be made by June 2010.

19. Staff and student grievances

At balance date there were four student related claims against the Institute for which the outcomes are uncertain. These matters are covered by the Institute's insurance policies and the maximum estimated exposure to contingent liabilities from these claims is the insurance excess totalling \$ 27k. (2008 - \$ 5k).

20. Related party disclosure

NMIT is the ultimate parent of the group and controls the Nelson Polytechnic Education Society. NMIT has significant influence over the Business Development Company Ltd and this is accounted for as an associate.

The following transactions were carried out with the above related parties.

	Actual 2009 (\$000)	Actual 2008 (\$000)
Business Development Company Ltd		
Services provided by NMIT: These services were provided on normal commercial terms.		
There were no outstanding Debtor balances owing to NMIT as at 31 December 2009.	-	35
Management Fee Charged to BDC	25	30

Nelson Polytechnic Education Society

The Institute entered into transactions with the Nelson Polytechnic Education Society and its related companies, The New Zealand School of Fisheries Ltd and The Nelson Academy Ltd. There were no transactions with its related companies.

All the transactions for the Nelson Polytechnic Education Society are processed through the Polytechnics general ledger and operating bank account. The accumulated balance of these funds \$ 277k (2008 - \$ 278k) are included within the accumulated funds in the Consolidated Statement of Financial Position.

Interest income of \$ 9 k was paid from NMIT to Nelson Polytechnic Education Society for 2009 (2008 - \$ 23K).

NMIT paid the audit fee for the subsidiary company of the Nelson Polytechnic Education Society for 2009.

The New Zealand School of Fisheries Ltd

The audit fee for the New Zealand School of Fisheries Ltd was \$ 1k (2008 - \$ 1k).

Nelson Academy Ltd

The audit fee for the Nelson Academy Ltd was \$ 1k (2008 - \$1k).

NMIT International (NZ) Ltd

The audit fee of \$ 1k (2008 - \$1k) was paid for by NMIT.

The audit fees for The New Zealand School of Fisheries Ltd, Nelson Academy Ltd and NMIT International (NZ) Ltd are not recoverable.

Transactions with Key Management Personnel

Transactions with Key Management Personnel Compensation

Salaries and other short term employee benefits

Actual	Actual
2009	2008
(\$000)	(\$000)

668	732
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Key Management Personnel compensation does not include Council Remuneration as this is separately disclosed in note 21

During the year purchased services from the related parties listed below (Excluding GST)

Council Members

Nelson City Council of which Kerry Marshall is Mayor.

Actual	Actual
2009	2008
(\$)	(\$)

141,780	56,588
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Visitor Information Network of which Kerry Marshall is the Chairperson.

18	0
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Cawthron Institute of which Kerry Marshall is a member of the Board of Trustees and Daryl Wehner is a Staff Member.

21	0
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Deloitte in which a member of Leo McKendry's family is a partner.

64,483	0
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Nelson School of Music of which Ross Butler was Deputy Chair until 31 March 2009.

30,041	31,529
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Marlborough Lines Ltd of which Ross Butler is a Director.

309	592
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Cuddon Ltd of which Andrew Rowe is CEO.

8,133	890
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Marion Rowe, who is Andrew Rowe's wife, worked part-time as a nursing tutor.

7,752	7,501
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Marlborough Chamber of Commerce of which Virginia Watson is a Director.

6,000	0
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Lincoln University for which Virginia Watson is a contract lecturer.

5,769	12,142
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Nursing Council of New Zealand (NCNZ) of which Hemaima Hughes sits on the Competence Review Panel.

222	0
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Te Tau Ihu Branch of NCMN of which Hemaima Hughes is a Member and Helen Josephs is a Board Member.

516	0
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Whitireia Community PT of which Hemaima Hughes is a Programme Leader.

5,620	0
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Institute of Directors of which Claudia Wysocki (Scanlon) is a Member.

Key Management Personnel

Tony Gray & Sandra Williams are on the board of Business Development Company. These transactions have been accounted for above.

These transactions were carried out under normal commercial terms.

21. Council remunerations

	Institute		Group	
	2009	2008	2009	2008
	\$	\$	\$	\$
Fees and other benefits received by individual council members were as follows:				
Atkins, Clare	3,200	3,520	3,200	3,520
Boyack, Rachel	3,520	-	3,520	-
Butler, Ross	25,977	10,836	25,977	10,836
Caron, Linda	-	3,840	-	3,840
Fisk, Karyn	640	1,920	640	1,920
Heinz, Marion	3,520	4,160	3,520	4,160
Hippolite, Allen	2,342	4,160	2,342	4,160
Hughes, Hemaina	640	4,480	640	4,480
Joseph, Helen	960	-	960	-
Katu, Luke	1,600	3,543	1,600	3,543
Marshall, Kerry	2,693	2,880	2,693	2,880
McKendry, Leo	3543	4,768	3,543	4,768
Mitchell, Hilary	1,280	5,120	1,280	5,120
Paterson, Ian	6,160	3,200	6,160	3,200
Rhoades, Brian	-	25,350	-	25,350
Rowe, Andrew	4,245	2,880	4,245	2,880
Watson, Virginia	3,995	4,900	3,995	4,900
Wehner, Daryl	2,560	-	2,560	-
Wysocki (Scanlon), Claudia	2,560	-	2,560	-
	69,435	85,557	69,435	85,557

22. Budget variance explanations

Government grants budget was compiled before the change to the new reporting format which involved 'grossing' up of all joint venture and pilot activities. Previously only the 'net' income was budgeted in the statement of financial performance.

Grossing up circa \$5m from sub contract and pilot programmes.

Tuition fees budget was compiled before the change to the new reporting format which involved 'grossing' up of all joint venture and pilot activities. Previously only the 'net' income was budgeted in the statement of financial performance.

Grossing up circa \$15m from sub contract and pilot programmes.

Other income budget was compiled before the change to the new reporting format which involved 'grossing' up of all joint venture and pilot activities. Previously only the 'net' income was budgeted in the statement of financial performance.

Grossing up circa \$(2)m from sub contract and pilot programmes.

Other expenses budget was compiled before the change to the new reporting format which involved 'grossing' up of all joint venture and pilot activities. Previously only the 'net' income was budgeted in the statement of financial performance.

Grossing up circa \$18m from sub contract and pilot programmes.

23. Events after the balance sheet date

The following three companies were deregistered at the New Zealand Companies Office on the 12th February 2010:

Nelson Academy Limited, New Zealand School of Fisheries Limited, NMIT International (NZ) Limited.

Key Performance Indicators 2008-2010 per Investment Plan

Key shifts and STEP priorities:	STEP priority 1 – Increase the achievement of advanced trade, technical and professional qualifications to meet regional and national industry needs.
Performance Indicator:	Proportion of EFTS for students enrolled in advanced trade, technical and professional qualifications greater than 57% (sector average 55%).
Performance Outcome:	Achieved: Achievement – 66%.
Performance Indicator:	Completion rates for advanced trade, technical and professional qualifications to be equal to or better than 80% (sector average of 76%).
Performance Outcome:	Achieved: Achievement – 85%.
Performance Indicator:	Progression after completion from level 1-3 certificates to level 4 certificates and level 5-7 diplomas to be greater than 24% (sector average 9%).
Performance Outcome:	Achieved: Most recent results available are for 2007 – 31%.
Key shifts and STEP priorities:	Key shift – Extending the reach into high levels of learning, with all teaching informed by an understanding or advanced practice, and, in some cases, also by applied research.
Performance Indicator:	First year qualification-level attrition for level 4 certificates and level 5-7 diplomas, degrees and grad diplomas to be less than 43% (sector average 51%).
Performance Outcome:	Not Achieved: Most recent results available are for 2007 – 48%.
Performance Indicator:	Qualification level completion rates for all level 4 certificate and level 5-7 diplomas, degrees and grad diplomas (over a 5 year period) to be at least sector average of 31%.
Performance Outcome:	Achieved: Most recent results available are for 20087 – 43%.
Key shifts and STEP priorities:	Key shift – Growth in volumes of teaching in applied diplomas and degrees where the impact of productive capability is greatest.
Performance Indicator:	Progression after completion from level 1 to 3 certificates to level 4 certificates and level 5-7 diplomas for Maori student to be greater than sector average of 13%.
Performance Outcome:	Achieved: Most recent results available are for 2007 – 23%.
Key shifts and STEP priorities:	STEP priority – Increasing literacy, numeracy and language levels in the workplace.
Performance Indicator:	Maintain at least 50 EFTS in foundation and bridging programmes in 2009 and approve strategy to implement “Learning for Living” in 2008.
Performance Outcome:	Achieved: 6.4 EFTS delivered in Certificate in Community Integration, 38.7 EFTS delivered in Certificate in Training for Work Skills, 50.7 EFTS delivered in Certificate in Employment Skills, 98.6 EFTS delivered in Certificate in English as an Additional Language (Level 3) and 13.9 in Certificate in Foundation Nursing.
Key shifts and STEP priorities:	STEP priority – Increasing educational success for young New Zealanders – more achieving qualifications at level four and above by age 25.
Performance Indicator:	First year qualification-level attrition for level 4 and above qualifications for students aged under 25 to be less than 36% (sector average 43%).
Performance Outcome:	Not Achieved: Most recent results available are for 2007 – 45%.
Performance Indicator:	Completion rates for one EFTS courses for under level 4 and above for students aged under 25 (over a 2 year period) to be at least 64% (sector average 42%).
Performance Outcome:	Not achieved: Most recent results available are for 2007 – 22%.
Key shifts and STEP priorities:	Key shift – Building a role as regional facilitator, providing support to the system at a regional level, through building a shared understanding about the tertiary education needs of local communities and industries.
Performance Indicator:	To be a partner in at least 2 ITP “harmonised” curriculum developments in 2008 (e.g. IT and Beauty programme developments). Achieve stage 1 work in academic harmonisation with TANZ.
Performance Outcome:	Partially Achieved: Agreement to be part of TANZ ‘harmonised’ Bachelor of Applied Management development. TANZ project to document process for qualification development and quality assurance body approval including templates, guidelines and academic board resolution for partner quality assurance completed, with documentation developed.

Statement of Objectives and Service Performance

OBJECTIVE 1 - Provide relevant and accessible education and training to meet the needs of the region and niche markets.

Performance Indicator:	TEC approval of the NMIT Investment Plan 2008-2010.
Performance Target:	Deliver a minimum of 3,113 EFTS in 2009. (2,638 TEC, 206 International, 59 ACE, 62 Other) in programmes described in Mix of Provision.
Performance Achievement:	Achieved: 3,444 delivered in 2009. (2,724 TEC, 244 International, 266 International (overseas delivery), 55 ACE, Other: 38 ITO, 3 TOP/Skill Enhancement, 39 STAR, 130 Other).
Performance Indicator:	Engage with regional community and industry clusters to build competencies for productivity and innovation and support economic transformation.
Performance Target:	In 2008 establish new trade and technical qualifications in Aviation Engineering Diploma.
Performance Achievement:	Ongoing: The School of Aviation has been developing the Level 6 Diploma in Aeronautical Management using a fully flexible online version of training that enables the RNZAF, Air NZ and our students to study while maintaining their current employment within industry. Of the 10 courses required by the Diploma, six courses have been developed through to 2009 and are currently running. New: A separate Diploma qualification in Aeronautical Engineering Management has also been developed and is being delivered to students in 2010.
Performance Target:	In 2008 conduct research to recommend new trade and technical programmes to be developed for delivery in 2009 (Refer QRP3 trades project).
Performance Achievement:	Ongoing: A new pre-trade technical Certificate in Aeronautical Engineering Fundamentals has been developed and is underway with 96 additional students. A new fabrication course called Advance Aircraft Structural Repair is currently under development.
Performance Indicator:	Engage with regional community and industry clusters to build skills and competencies for social, cultural and environmental development and support outcomes.
Performance Target:	Work closely with the Brook Waimarama Trust to establish an environmental education centre in 2008.
Performance Achievement:	Achieved: NMIT has engaged in an education alliance with Garin College and The Brook Waimarama Trust. An agreement between the three parties was established in 2008 under the Secondary Tertiary Industry Collaboration (STIC) project. The objective of the alliance is to strengthen the link between regional schools, NMIT and industry for the purposes of improving outcomes for the young people of this region and the wider community. Detailed planning and costing was completed in 2009 and the education centre completed ready for delivery commencing 2010.
Performance Indicator:	Provision of foundation courses appropriate to stakeholder and regional requirements and increase literacy, numeracy and language levels for the workforce.
Performance Target:	Deliver in 2008 53 EFTS in Employment Skills (Nelson and Marlborough), 21 EFTS in Certificate in Community Integration, and 50 EFTS in Training for Work Skills in 2007.
Performance Achievement:	Not Achieved: 50.7 EFTS Employment Skills (Nelson and Marlborough), 6.4 EFTS Certificate in Community Integration, 38.7 EFTS Training for Work Skills and 13.9 in Certificate in Foundation Nursing.
Performance Indicator:	Maintain and promote a teaching department specialising in Maori language and customs.
Performance Target:	In 2008 provide 42 EFTS in Te Tuara me te Tinana o Te Reo, Te Rito o Te Reo, Toi Maori. Provide 25 EFTS for joint venture initiatives with Ngati Koata and Whakatu Marae.
Performance Achievement:	Achieved: In 2009, Te Tuara me Te Tinana o Te Reo, and Te Rito o Te Reo achieved 47.5 EFTS across both programmes. Not Achieved: The joint venture initiatives were not met, however, NMIT continues to explore joint venture opportunities with Whakatu Marae.
Performance Indicator:	Engage and promote Maori learning at levels 5 and above.
Performance Target:	Develop and implement a Maori Liaison Plan and develop a strategy to encourage enrolment at levels 5 and above.
Performance Achievement:	Ongoing: With the appointment of a Director of Maori Education at the end of 2008 an options review was undertaken to explore the possibility of including a level 5 programme in Maori language/Maori studies in the 2011-2014 investment plan. The development of a comprehensive Maori marketing strategy is continuing. Kaitakawaenga high school engagement plan developed and implemented including school visits, campus visits, participation in career expos, targeted Maori promotion of the NMIT '1/2 a degree for free programme', Youth Guarantee programme, support of high school Kapa haka and Manu Korero activities continues. Kaitakawaenga student support plan developed and implemented including Powhiri and Mihimihi for all students, access to learning support, on campus recreational activities, on campus keynote speaker programme, proactive promotion of Maori scholarships, promotion of Maori events including Waitangi Day, Maori language Week & Matariki. Communications channels developed with students including e-text and Maori support information on NMIT online that contains information on support, scholarships, important events and student achievers and mentor profiles.
Performance Indicator:	Development, implementation and review of flexible learning capabilities.
Performance Target:	All new programme developments incorporate a review of suitability for modes of flexible teaching.
Performance Achievement:	Ongoing: The increased application of flexible learning approaches is reflected in the growth in the use of the NMIT online Learning Management System over the last four years. Over 274 courses now have online support areas of which 86 make significant use of web technologies to support learners on and off campus. The current curriculum development process includes consideration of flexible delivery modes. Further work is being carried out to create a more detailed development plan to include identification of flexible learning approaches in terms of programme structure, logistical flexibility and pedagogy.

OBJECTIVE 2 Ensure excellence of provision and student achievement.

Performance Indicator:	Improve Student Satisfaction and Graduate Destination Outcomes.
Performance Target:	Achieve successful outcome from ITPQ audit, and positive acknowledgement of all NMIT degree monitor reports.
Performance Achievement:	Achieved: The ITP Quality academic audit team found NMIT is continuing to meet the ITPNZ academic standards, and confirmed our Quality Assured Status. One corrective action was identified requiring gaps to be filled in the QMS surrounding Research, Teaching and Learning, Assessment, the Treaty of Waitangi, and Quality Assurance for ACE, Foundation Learning and the Code of Practice for International Students. A full review of NMITs QMS was completed in 2009 and confirmation received from ITP Quality that the material submitted showed evidence of a well organised quality management system, consistent with both the old academic standards and the new evaluative system. ITP Quality was supplied with all degree APERS, following a self assessment report format. Acknowledgment and feedback was received from a Lead Evaluator that the analysis provided in terms of the key evaluation questions will stand NMIT in good stead as it moves to implement the change to an evaluative and outcomes focussed approach to quality assurance.
Performance Target:	Review advisory committees and industry linkages to ensure strong connections with the regional community which improve quality and relevance of education.
Performance Achievement:	Ongoing: The review has been completed and the results have been shared with Heads of School who are addressing gaps in representation. NMIT have included secondary school representatives within the Programme Advisory Committee membership. This will allow ongoing input from schools into programme design and content with the purpose of enhancing secondary-tertiary pathways.
Performance Indicator:	Establish minimum qualification guidelines for positions and development of plans to exceed this level.
Performance Target:	Develop strategy to increase percentage of degree teaching staff with Masters or PhD qualifications.
Performance Achievement:	Ongoing: An audit of staff qualifications has taken place and discussions are underway through the appraisal programme to explore development opportunities. Currently around sixty percent of our degree tutors are qualified at Masters level or above or soon will become so.
Performance Indicator:	All staff to have current job descriptions and an annual performance appraisal to establish performance development plans.
Performance Target:	All full-time and proportional staff to have current job descriptions and undertake a performance appraisal in 2009.
Performance Achievement:	Not Achieved: The performance target was not met in 2009 with only 60% of all staff having a recorded Performance Appraisal (57% in 2008).
Performance Indicator:	Support and promote Iwi-delivered and Marae-based provision.
Performance Target:	Deliver a minimum of 25 EFTS through Iwi and Marae based initiatives.
Performance Achievement:	Not Achieved: This target was not met.
Performance Indicator:	Development of an effective institutional RPL policy.
Performance Target:	Implement new RPL policy and review effectiveness. Investigate establishment of a Centre for RCC/RPL.
Performance Achievement:	Ongoing: Investigation into Centre for RCC/RPL ongoing for 2011-2014 Investment Planning.
Performance Indicator:	Improve research connections and linkages to create economic opportunities.
Performance Target:	The Research and Ethics Committee will review the institute's research strategy and will report to the Academic Board in April 2009.
Performance Achievement:	Achieved: The Research and Ethics Committee presented the (reviewed) research strategy to the Academic Board on 6 May 2009 and the research strategy was approved. Additionally, the Research and Ethics Committee instituted new processes which required Schools to submit 2009 Annual Research Plans before funding was released, and Research Coordinators were required to report regularly to the Committee. See pages 14-15 for evidence of research activities.

OBJECTIVE 3 Ensure ongoing viability through effective governance and management.

Performance Indicator:	Complete annual Staff Satisfaction/Workload Surveys and report on findings.
Performance Target:	Conduct Staff Satisfaction Survey in 2008 and report on findings.
Performance Achievement:	Achieved: In 2009 colleagues were invited to participate in the JRA Workplace survey consisting of a ten-category survey between Monday 10 August and Friday 28 August, 2009. One hundred and eighty two (182) replies were submitted either on line or in hard copy by the cut-off date. This represents 69% FTE or 48% headcount of the current staff working at the institute.
Performance Indicator:	Increase in the number of academic staff with a recognised teaching qualification.
Performance Target:	Identify teaching staff with no recognised teaching qualification and develop professional development plan to obtain.
Performance Achievement:	Ongoing: An audit of staff teaching qualifications has taken place and Heads of School, with support from HR, are developing action plans to improve the ratio of qualified staff. Over 30 staff appraisals addressed action planning to achieve teaching qualification status and 36 staff are currently progressing with the Certificate in Adult Teaching (CAT) programme. In 2009, 11 staff achieved their CAT qualification.
Performance Indicator:	Development and support of marketing strategies to promote NMIT as a provider of choice.
Performance Target:	Develop marketing tactics to maximise enquiries and pathway existing students. Marketing communication plans demonstrate a focus on moving from exposure/advertising to engagement with key stakeholders in the region. Specifically: High School engagement strategy. Industry training hub as part of Business Links business engagement strategy. Portfolio of sports scholarships developed.
Performance Achievement:	Ongoing: Annual marketing communications plans developed for each school and include a mix of advertising and engagement activity. Enquiry packs developed to provide speedy, accurate and detailed information to enquirers. Annual high school engagement plan completed and implemented with key focus on engagement activities. On campus careers day events held in conjunction with local businesses in Nelson and Marlborough. Partnership ongoing with Tasman Makos and Nelson Giants to provide study scholarships for players to retain youth and talent in the region.
Performance Indicator:	Maintenance and generation of new business activity to diversify sources of revenue.
Performance Target:	Generate 25% of revenue from non TEC, non domestic fee sources.
Performance Achievement:	Not Achieved: 15% has been achieved through non TEC or non domestic fee sources. This includes ITO fees, International fees and other income. New focus on 'added' value' objectives provided for increase in international students, commercial development of training restaurant in new Tourism Hospitality and Wellbeing building and the completion of development for fire fighting facility at Richmond campus for work with MNZ and other organisations.
Performance Indicator:	Development, implementation and review of environmental management plan to reduce waste and energy consumption and minimise environmental impact from student activity.
Performance Target:	Assess current environmental impacts and develop reduction and mitigation plan.
Performance Achievement:	Ongoing: Sustainability group has produced draft policy for NMIT. NMIT has engaged with local groups in 2009 to develop a phased sustainability plan for 2010 rollout including energy audit and lighting replacement, recycling and composting.

Statement of Resources

For the year ended 31 December 2009

	2009 Land Area Ha	2009 Buildings Area m ²	2008 Land Area Ha	2008 Buildings Area m ²
Crown Properties and Buildings				
Nelson Campus	3.55	20,966	3.55	20,966
Richmond Campus	0	457	0	457
Marlborough Campus	5.47	876	5.47	876
Total	9.02	22,299	9.02	22,299

	Land Area Ha	Buildings Area m ²	Land Area Ha	Buildings Area m ²
Institute Owned Properties and Buildings				
Nelson Campus	0.57	7,413	0.57	5,512
Richmond Campus	4.65	709	4.65	607
Marlborough Campus	0	1,723	0	1,723
Total	5.22	9,845	5.22	7,611

	Buildings Area m ²	Annual Rental (\$000)	Buildings Area m ²	Annual Rental (\$000)
Leased Properties and Buildings				
Blenheim Community Computing Centre	48	25	48	25
Woodbourne RNZAF	Varies	28	Varies	28
Vanguard Street	452	30	452	30
Total	500	83	500	83

Library Resources	2009	2008
<i>Available resources include:</i>		
Monographs	50,460	49,990
Serials	44,101	43,250
Non-books items e.g. DVDs	2,505	2,380

In addition, Internet access was provided free of charge in both Libraries.

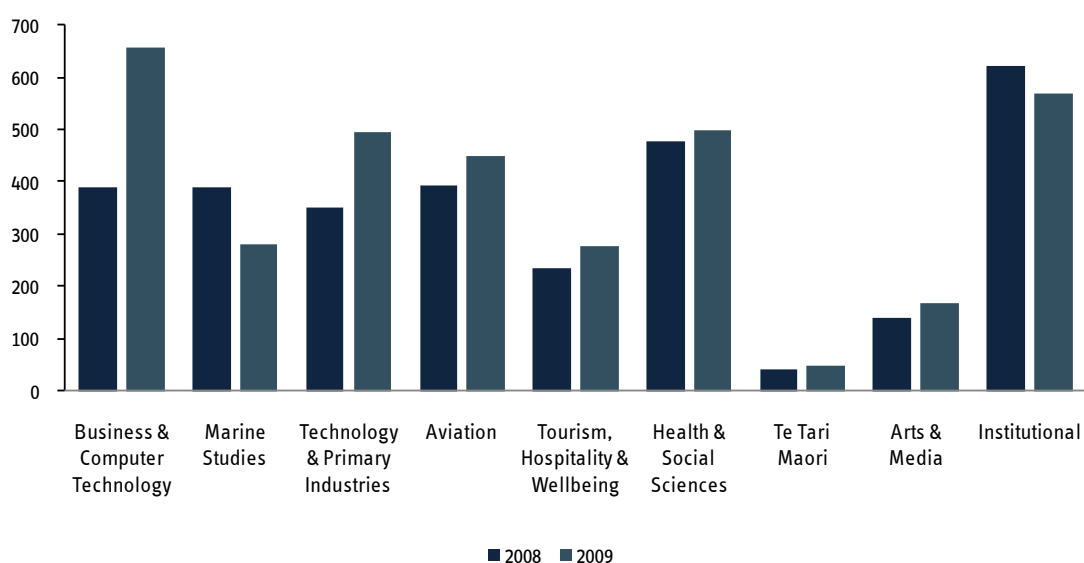
2009 EFTS

	TEC	Int'l	ITO	TOPS	STAR	Other	Total
2009 Target	2,697	206	33	2	26	150	3,113
2009 Actual	2,724	510	38	3	39	130	3,444

By School Actual 2009	TEC	Int'l	ITO	TOPS	STAR	Other	Total
Business and Computer Technology	331	56	0	1	1	1	390
Business and Computer Technology (Overseas delivery)	0	266	0	0	0	0	266
Marine Studies	128	34	0	0	0	119	281
Technology and Primary Industries	421	11	26	1	27	10	496
Aviation	447	3	0	0	0	0	450
Tourism, Hospitality and Wellbeing	232	25	12	1	8	0	278
Health and Social Sciences	386	110	0	0	3	0	499
Te Tari Maori	47	0	0	0	0	0	47
Arts and Media	162	5	0	0	0	0	167
Institutional	570	0	0	0	0	0	570
Total	2,724	510	38	3	39	130	3,444

By School Target 2009	TEC	Int'l	ITO	TOPS	STAR	Other	Total
Business and Computer Technology	348	64	0	0	0	0	412
Marine Studies	108	9	3	0	0	133	253
Technology and Primary Industries	305	22	15	0	11	17	369
Aviation	454	5	0	0	0	0	459
Tourism, Hospitality and Wellbeing	194	27	15	0	13	0	249
Health and Social Sciences	372	76	0	2	2	0	452
Te Tari Maori	47	0	0	0	0	0	47
Arts and Media	186	4	0	0	0	0	190
Institutional	683	0	0	0	0	0	683
Total	2,697	206	33	2	26	150	3,113

2 Year EFTS Summary by School



Analysis of Enrolments

	2009	2008
Total enrolments	9,227	8,838
Enrolments per EFTS	2.68	2.91

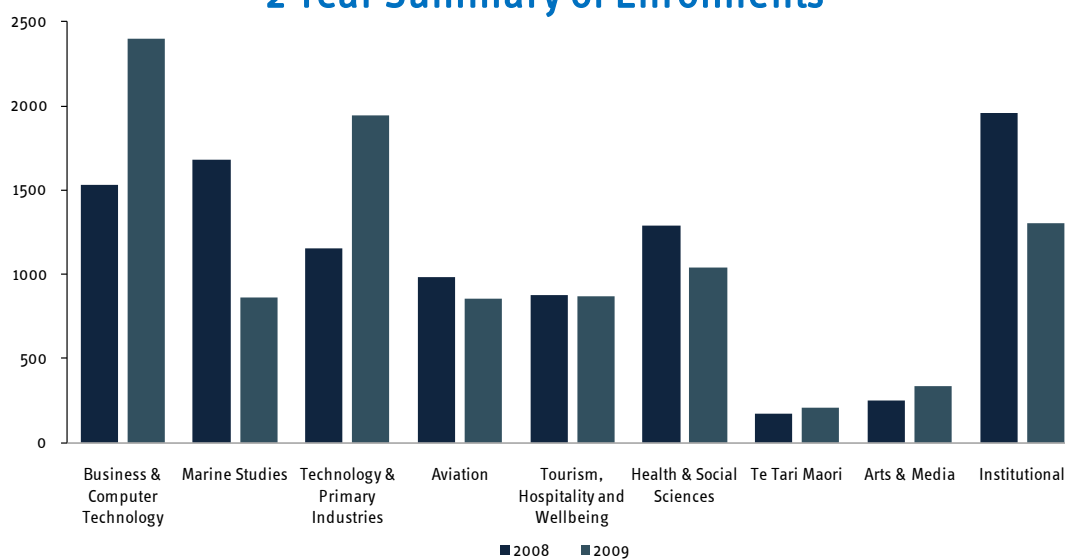
Student Ethnicity

Percentage Maori students	5.5%	5.5%
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Student Gender

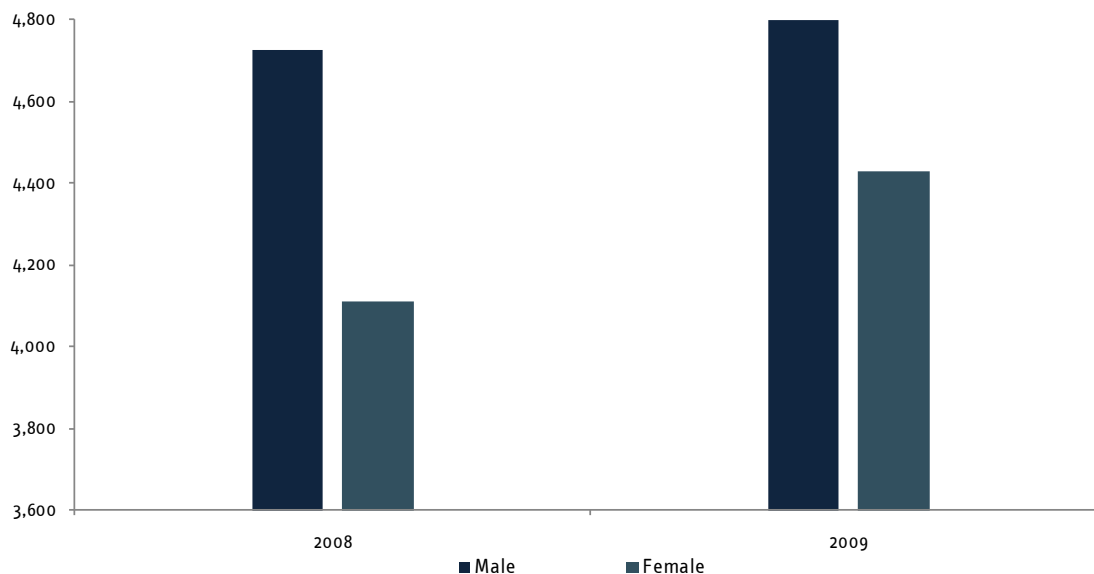
Percentage female students	48.0%	46.5%
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2 Year Summary of Enrolments



Students enrolled in multiple Schools are counted twice.

2 Year Summary of Student Enrolments by Gender



Research Activity Report

RESEARCH OUTPUTS

Chapter in Book

Atkins, C. and Caukill, M. (2009): *Serious Fun and Serious Learning: The Challenge of Second Life*. In Judith Molka-Danielsen and Mats Deutschmann (eds.) *Learning and Teaching in the Virtual World of Second Life*, pp79-89 Tapir Academic Press, Trondheim, Norway.

Atkins, C. (2009) *Virtual Experience: Observations on Second Life*. In M. Purvis and B.T.R. Savarimuthu (Eds.) *ICCMNS 2008, LNAI 5322*, pp 7-17, Springer-Verlag Berlin Heidelberg.

Bamford-Wade, A., Nicholls, D., Tane, H., & Mitchell, D. (2009) in Shaw, S., & Deed, B. (Eds.). *Health and Environment in the Context of Aotearoa/New Zealand*. Wellington: Oxford University Press.

Conference Contribution – oral/visual presentation

Atkins, C. (2009) *Exploring the potential of multi-user virtual environments (MUVES) for NZ tertiary education*. NZCARN Symposium, University of Canterbury, Christchurch, May.

Atkins, C. and Neal, T. (2009) *OpenSpace Conversation on the use of Multi-User Virtual Environments in Education*. eFest Conference, UCoL, Palmerston North. September.

Atkins, C., (Chair) Neal, T., Waugh, J., Winter, M., Sampson, J., and Eyles, J. (2009) *Should there be life after SLENZ?: How best to provide for education in MUVES for NZ learners*. Panel ASCILLITE conference, Auckland, NZ. December.

Atkins, C. and Neal, T. (2009) *Working Effectively in a Virtual Team*. Excellence in Teaching and Learning Conference, UCOL, Palmerston North, September.

Clendon, J. (2009) *Enhancing Preparation of Undergraduate Students for Practice in Older Adult Settings*. Australasian Nurse Educators Conference, Christchurch.

Clendon, J. (2009) *Effective Utilisation of the Well Child/Tamariki Ora Health Book in General Practice*. Royal College of General Practitioners Annual Scientific Conference, Wellington.

Hodson, C.M. (2009). *An Artist's guide to the Clinic*. In ANZAAE 2009 *Art Works / Mahi Toi*. Dunedin Public Art Gallery, Dunedin, April 22.

Inglis, J. (2009, September). *Plagiarism and TurnItIn*. Workshop, for the New Zealand Applied Business Education Conference, Rotorua, September.

Mitchell, D. (2009) *The parental relationship during the transition to first time parenthood*. New Zealand Nurses Organisation Research Section Conference, Wellington.

Mitchell, D. (2009) *Building capacity in engaging with fathers*. Joint Victoria University/Families Commission seminar on fathering. Wellington.

Turton, C and Smith, M. (2009) *Strengthening links between training providers*. New Zealand Association of Counsellors Conference, Hamilton.

Conference Contribution – published refereed conference proceedings

Atkins, C., Davis, N., Lamont, M., Morrow, D. and Pratt, K. (2009) *Digital technologies for innovative research networking including research to inform educational innovations in twenty-first century learning*. NZARE Conference, Rotorua, November.

Malthus, S. & Magrane, J. (2009, July). *Audit committee effectiveness within a New Zealand District Health Board: linking best practice guidelines to actual processes and perceptions*. AFAANZ/IAAER Conference, Adelaide.

Malthus, S. (2009, September). *Influences on students' choice to study accounting at tertiary level: an exploratory study*. New Zealand Applied Business Education Conference, Rotorua.

Scott, C. (2009, November). *Beyond the strategic: ethical and moral responses to disruptive students in Secondary Schools and management control system support*. New Zealand Management Accounting Conference. Christchurch, New Zealand.

Confidential Report for External Body

Malthus, S. (2009). Report on the influences on the choice to study accounting on the BCom programme at NMIT, prepared for the New Zealand Institute of Chartered Accountants, November.

Exhibition

Earley, C. (2009). *Objective Art Awards*, The Gallery, Nathan Homestead, Manukau Festival of the Arts, Auckland.

Earley, C, Autopoulos, (2009), *Object Space Window*, Auckland, Solo Exhibition.

Hodson, C.M. (2009). *Touching the Unthinkable*. Dunedin Public Art Gallery, Dunedin, 28 Feb – 24 May.

Hodson, C.M. (2009). *Touching the Unthinkable: An Artist's Guide to the Clinic*. Invercargill, Southland Art Gallery and Museum, 12 June – 2 Aug.

Hodson, C.M. (2009). *Hang Glider Hill*. In Sutherland, W. (Curator). *Landscape*. The Catchment Gallery, Nelson, 2 – 27 June.

Plank, C. (2009). *Changing Threads*. Refinery Gallery, Nelson.

Plank, C. (2009). *Eco Colour Odyssey*. Fibre Spectrum Gallery, Nelson.

Walker, K. (2009). *3 Feet High and Rising*. PAPERWORKS: ON and OF PAPER, University of West Florida Art Gallery, Pensacola, Florida (Juror Molly Smith).

Walker, K. (2009). *USS New York*. Autumn Salon, Catchment Gallery, Nelson.

Film/Video

Fell, C and Walker, K. (2009) *The M at the End of the Earth*, video screening at various locations: Square2 - City Gallery Wellington, NZ curator Abby Cunnane; Abstracta - International Cinema Exhibition, Rome.

Pantheon International Xperimental Film and Animation Festival, Cyprus ; SEE THE VOICE Visible Verse, Vancouver.

Irwin J. (2009). *Last Return of the Veterans*. Documentary, January.

Oral Presentation

Fell, C. (2009) *An Introduction to Brian Turner: an oral presentation on the work of a South Island poet*. Woollaston Winery, Nelson, October 26.

Hodson, C.M. (2009). *An Artist's Guide to the Installation*. Dunedin Public Art Gallery, Dunedin.

Hodson, C.M. (2009). *Introducing the Installation*. Southland Art Gallery and Museum, Invercargill.

Irwin J. (2009). Introduction and screening of 'Ans Westra - Private Journeys/Public Signposts' documentary. Suter Gallery Lunchtime Art Film Series. September 2.

Plank, C. (2009) *Where Ideas Come From*, Southern Hemisphere Felter's Convergence, Masterton, October.

Other – Poem

Fell, C. (2009) *The Swallow*, published in *Our Own Kind: 100 New Zealand poems about animals*, ed, Harvey, S, Godwit, Random House, Auckland.

Fell, C. (2009) 'Two Little Lo d uth fo d' In Brown, James (ed.) *Best New Zealand Poems 2008 (online)*, IIML, Wellington.

Fell, C. (2009) 'In Truth or Consequences'. In Jones, T and Pirie, M (Eds) *Voyagers: Science Fiction Poetry from New Zealand*, Interactive Press, Brisbane, Australia.

Other publications

Coman, K. (2009). *Turnaround management in a medium sized manufacturing enterprise: A case study*. NMIT Working Paper Series, Nelson, December.

Other – Sound Recording

Agnew, C. and Stenhouse, D. (2009). As Cloak and Dagger, *Cloak and Dagger* CD. Nelson.

Papers in periodicals/journals

Bamford-Wade, A., Nicholls, D., Tane, H., & Mitchell, D. (2009) in Shaw, S., & Deed, B. (Eds.). *Health and Environment in the Context of Aotearoa/New Zealand*. Oxford University Press.

Fell, C and Wijland, R. (2009). 'Critical Brand Poetics: from The M at the End of the Earth', *Journal of Marketing Management*, (25) 7-8, Westburn Publishers, Argyll, Scotland.

Hodson, C.M. (2009). Connection Communities: Art Projects as a Collaborative Endeavour. In Hamerton, H. & Mercer, C. (Eds.), *Research that works: Successful Collaborations*, ITP New Zealand.

Malthus, S. & Fowler, C. (2009). Generation Y perceptions. *The Chartered Accountants Journal* 88 (1), 20-22.

Malthus, S.M. & Fowler, C. (2009). Perceptions of accounting: A qualitative New Zealand study. *Pacific Accounting Review*, 21(1), 26-47.

Malthus, S. & Magrane, J. (2009). Audit and the DHB. *The Chartered Accountants Journal* 88 (11), 27-28.

Malthus, S., Davidson, A. & Robinson, A. (2009). Awareness and use of XBRL by Chartered Accountants in New Zealand. *New Zealand Journal of Applied Business Research*, 6 (2), 37-54.

Scott, C. & Kroos, K. (2009). Inventive Inventory: Traditional inventory models are now a background to lean inventory concepts. *The Chartered Accountants Journal* 88(6), 49.

Turner, C. & Hunter, S. (2009). Changes to the FIF regime one year on. *The Chartered Accountants Journal*, 88(5), 28-29.

Woods, A.J. (2009) Minimizing the Risk to Observers from Foreign Charter Vessels in New Zealand's EEZ. *Journal of the Association of Professional Observers*. Vol 12(3) 11-12. Fall.

Performance

Breukel, K. (2009). VJ performance for Above and Beyond, Markus Schultz and other music artists at Two Days of Freedom festival, Malakka, Malaysia.

Breukel, K. (2009). VJ performance for 'Gemengd Zwemmen' at Melkweg, Amsterdam, The Netherlands.

Fell, C. (2009). 'Two Little Lo d uth fo d', Te Papa Tongarewa Museum, Wellington, July 20.

Fell, C. (2009). 'Mary of the Wilderness' (song) and 'Flower-girl (so she was) (song)', Walking to Africa launch, The Free House, October.

Fell, C. (2009). A selection of poems, Nelson Arts Festival, Readers and Writers, Woollaston Winery, Nelson, October 26.

Fell, C. (2009). 'In Golden Downs', accompanied by Central School choir, St John's Church, Nelson.

PEER ESTEEM

Exhibitions – juried

Earley C. (2009). Exhibition Designer. *The Toby Jug and Beyond*. Refinery Gallery, Nelson.

Invitations

Fell, C. (2009). Invited by the author, Jessica Le Bas, to co-launch (with Glenn Colquhoun) Walking to Africa AUP.

Fell, C. (2009). Nelson Arts Festival, Readers and Writers: Invited to introduce and read with Brian Turner, October.

Walker K. (2009). Judge for Arts Council Nelson Impressions Art Awards.

Walker K. (2009). Mentor for Refinery Gallery Artist in Residence.

Media Reviews

Fell, C. (2009). Radio Interview, *Arts on Sunday, Radio New Zealand National*, Wellington, NZ, April, personal interview with Lynn Freeman and discussion of Beauty of the Badlands.

Fell, C. (2009). Roberts, H. 'Voice of America', review of *Beauty of the Badlands*, NZ Listener, February 28.

Fell, C. (2009). Citation in *NZ Listener* as short-listed for the Manhire Science Writing Nonfiction prize.

Reviewing Research

Malthus, S. (2009) reviewer for NZABE Conference Rotorua.

Research-related fellowships, prizes and awards

Atkins, C. (2009). Best Poster Award for *Exploring the potential of multi-user virtual environments (MUVES) for NZ tertiary education*. NZCARN Symposium, University of Canterbury, Christchurch, May.

Plank, C. (2009). Recipient of Nelson City Council Spirit of Nelson Award, for *Changing Threads*, Refinery Gallery, Nelson. (Jurors: Rose Griffin, Lloyd Harwood, Ronnie Martin).

CONTRIBUTION TO RESEARCH ENVIRONMENT

Appointments to Key Research, Industry, Professional, Community, Government or International Bodies

Atkins, C. (2009) Founding member of NZ Collaborative Action and Research Network (by invitation).

Malthus, S. (2009). Facilitator for the professional competence exam number one on behalf of the New Zealand Institute of Chartered Accountants.

Malthus, S. (2009). Member of the Admissions Board of the New Zealand Institute of Chartered Accountants.

Matheson, S. (2009). Ministerial Appointment to the Health Practitioners Disciplinary Tribunal (Nursing).

Equal Employment Opportunities Report

NMIT is committed to supporting staff and students from all sections of the community that we serve. We ensure that all employees and student applicants are treated according to their skills, qualifications, abilities and aptitudes without regard to factors such as age, colour, gender, culture, marital status, disability, sexual orientation, political beliefs, religion, ethnic or national origin which are irrelevant to the position.

EEO ensures that all staff and students are treated equitably during the recruitment and selection process, and once at NMIT are equitably considered with respect to education/training, promotion and remuneration.

Our commitment to Equal Employment Opportunities includes:

- EEO is identified as important at Orientation for all staff and students
- Annual reporting of EEO issues to the CEO and NMIT Council
- Treaty of Waitangi workshops to new staff and students
- A position responsible for disability issues for staff and students
- Reminders to staff and students of EAP and support services provided by independent providers.

The main achievements in the Equal Employment Opportunities arena this year have been:

- A Pay and Equity in Employment Audit was undertaken and the information distributed
- New Treaty training course was developed and delivered for staff in 2009
- Treaty workshop included as part of the Council training day
- Appointment of a new Student Advisor – Accessibility
- EEO data is collected on all new staff.

Human Resources Statistics

Academic staff by category of appointment	2009	2008
FTE Academic staff	109.2	129.7
% of FTE Academic staff identifying as Maori to total FTE Academic staff	0.9%	4.6%
% of FTE female Academic staff to total FTE Academic staff	48%	66%
General staff by category of appointment		
FTE General staff	122.6	124.8
% of FTE General staff identifying as Maori to total General staff	3.0%	6.9%
% of FTE female General staff to total FTE General staff	66%	85%

Equal Education Opportunities (EEdO) Report

This EEdO Plan reflects Nelson Marlborough Institute of Technology's Charter objectives and value statements; it aims to address inequity, increase participation and improve the learning experience of these groups across the Institute.

1. ELIMINATION OF UNNECESSARY BARRIERS TO THE PROGRESS OF STUDENTS (S220.2.c).

1.1 Physical

- The Student Centre on Nelson Campus was remodelled, including widening hallways, wheelchair access to Student Support Helpdesk, automatic doors to 2 entrances, including ramp upgrade. An access ramp was built to the student cafe.
- Full ramps were provided to the new T Block and disability parking adjusted to meet needs.
- There were no identified unmet needs and equipment was provided for students with identified needs on all campuses.
- Purpose built desks were commissioned and supplied to meet specific student needs.
- The Student Advisor – Accessibility worked with the Facilities Manager to ensure that any identified barriers were removed and/or plans established to ensure going access and safety.

1.2 Academic

- In 2009 NMIT recruited a Learner Journey Manager to drive a learner centred approach and inclusivity in learning. Key targets established for 2010 were the embedding of literacy and numeracy across levels 1 to 4 and the introduction of student induction, diagnostic testing and individual learning plans.
- 62 refugee and 35 migrant students studied English with NMIT in 2009.
- NMIT worked closely with RMS Refugee Resettlement, Nelson Multi Ethnic Council, Work and Income, the Ministry of Social Development and schools to co-ordinate services to ensure that students are well provided for and well informed.
- The development of the Certificate in Tertiary Study (levels 1-4) qualification, to provide students with a level of skills to allow them to study independently at a tertiary level was approved and completed.

1.3 Institutional/Administrative

- TEOCH Equity funding used to provide 1:1 support and assistance to students with identified needs. Individual student assessment directed the provision of 1:1 support and/or tutorial assistance and Library Learning support.
- The .6 Coordinator position for TSD was maintained and 226 hrs of 1:1 student support provided in 2009.
- 53 students accessed 205.5 hrs of free counselling via contractor
- Student Advisors provided a further 244 hrs to 49 students across campuses and ensured student access to community services.
- The Student Helpdesk dealt with 2,200 inquiries on the Nelson Campus.
- The Kaitakawaenga and Pacific Island Liaison positions provided support and links to ensure access and participation of Maori and Pacific Island students.

2. AVOIDANCE OF CREATION OF UNNECESSARY BARRIERS TO THE PROGRESS OF STUDENTS (S220.d).

2.1 Physical

- StudyLink presence at NMIT is prominent year-round at the reception/enrolments area in the Administration block on NMIT campuses and via StudyLink 0800 phone number.

2.2 Academic

- 13 staff attended the Certificate in Adult Teaching course on Inclusive Teaching.

2.3 Institutional/Administrative

- 2008 SSG, TSD funding secured and reports submitted.
- Kaitakawaenga and Pacific Island Liaison positions retained together with ongoing student support services and assistance with scholarships.
- Student support assessment process and inter organisational communication increased to assist student participation and access.
- Student Helpdesk position initiated to assist students with access to NMIT & local community services.
- A community engagement plan was introduced to improve student pathways and access to NMIT.

3. DEVELOPMENTS TO ATTRACT UNDER-REPRESENTED GROUPS OR THOSE DISADVANTAGED IN TERMS OF ABILITY TO ATTEND (S.220.Se).

3.1 Academic

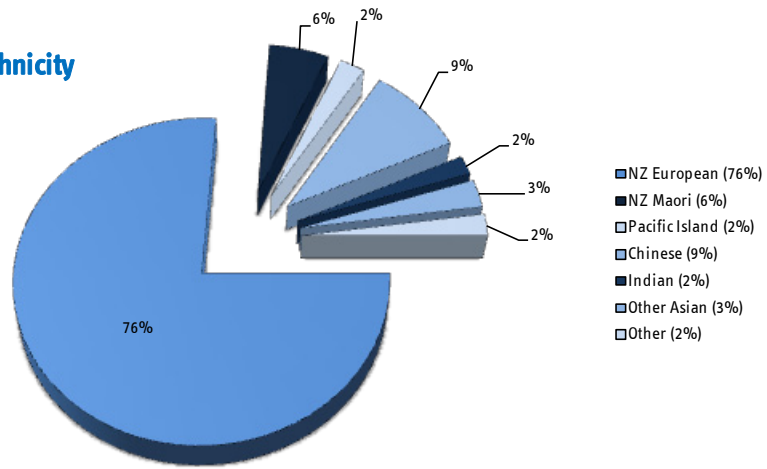
- 42 EFTS delivered in free computer training through the Nelson and Marlborough Community Computing Centres.
- 6 EFTS delivered in Certificate in Community Integration.
- 31 EFTS delivered in Training for Work Skills in Nelson and 8 EFTS in Marlborough.
- 25 EFTS achieved in Certificate in Employment Skills in Nelson and 25 EFTS achieved in Marlborough.
- These programmes are delivered in conjunction with the Ministry of Social Development and other community agencies.
- NMIT continues to offer Equity Scholarships for under-represented groups, scholarships (1 per category) are offered to Maori, Pacific, Island, person with a disability, women, rural, and ESOL (NZ resident) students study full time towards a nationally recognised qualification.

3.2 Institutional/Administrative

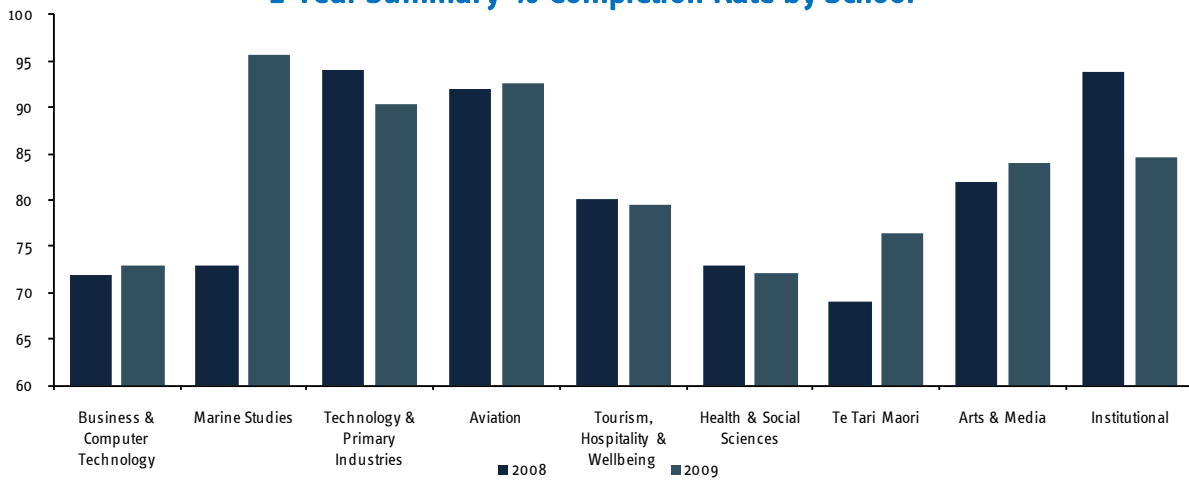
- 208 EFTS in total delivered in Foundation and Bridging Skills programmes and courses.

Student Profile

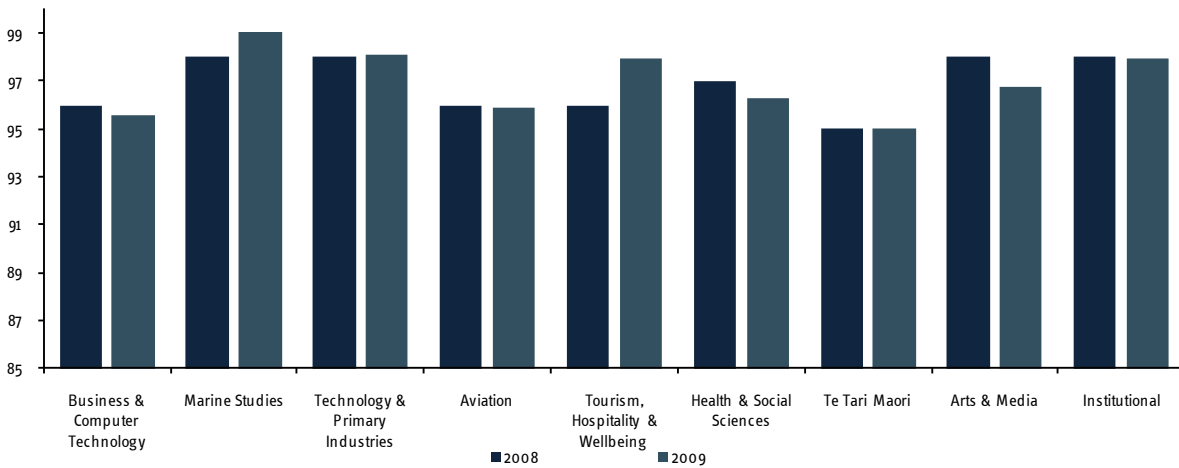
Student Ethnicity



2 Year Summary % Completion Rate by School



2 Year Summary % Retention Rate by School



Directory

CAMPUS

NELSON CAMPUS

322 Hardy Street
Nelson 7010
Phone 03 546 9175
Fax 03 546 2441

Postal Address
Private Bag 19
Nelson 7042

MARLBOROUGH CAMPUS

85 Budge Street
Blenheim 7201
Phone 03 578 0215
Fax 03 578 0216

Postal Address
PO Box 643
Blenheim 7240

RICHMOND CAMPUS

390 Lower Queen Street
Richmond 7020
Phone 03 544 3733

WOODBOURNE CAMPUS

RNZAF Base Woodbourne
Middle Renwick Road
Springlands 7214
Phone 03 572 9624

Postal Address
PO Box 643
Blenheim 7240

COUNCILLORS AND ORGANISATION REPRESENTATION

Councillors

Ross Butler
Ian Paterson

Tony Gray
Allen Hippolite
Andrew Rowe
Clare Atkins
Virginia Watson
Hemaima Hughes
Helen Joseph
Hilary Mitchell
Claudia Wysocki (Scanlon)
Kerry Marshall
Leo McKendry
Luke Katu
Marion Heinz
Karyn Fisk
Rachel Boyack
Daryl Wehner

Chairperson, Ministerial
Deputy Chairperson, New Zealand Trades Unions
Representative
Chief Executive
Maori Representative
Marlborough Representative
Academic Staff
Marlborough Representative
Maata Waka Representative¹
Maata Waka Representative²
Ministerial Appointment³
Ministerial Appointment⁴
Ministerial Appointment
Ministerial Appointment
Maori Representative
Allied Staff Representative
Acting Saniti Student President⁵
Saniti President⁶
Employers & Manufacturers Assn. Representative⁷

OTHER ORGANISATION REPRESENTATION

Auditor

Audit New Zealand
On behalf of the Auditor-General, Wellington

Bankers

BNZ, Nelson

Solicitors

Pitt and Moore, Nelson

Insurance Broker

Marsh Ltd, Christchurch

Contact Information

Web Page www.nmit.ac.nz
E-mail info@nmit.ac.nz
Phone 0800 4 career
0800 422 733
03 546 9175

Organisation Representation

Executive

Tony Gray
Martin Vanner
PJ Devonshire
Sandra Williams
Graham Bell

Chief Executive
Director of Finance and Corporate Services
Director of Maori Education
Director of Marketing and Student Services
Director of Teaching and Learning

Heads of School

Suzie Peacock
Steve Holtum
Ian Lister
John Hitchcock
Jeff Wilson
Elizabeth Latham

Arts and Media
Aviation
Business and Computer Technology
Health and Social Sciences
Technology and Primary Industries and Marine Studies
Tourism, Hospitality and Wellbeing

Operations and Services

Gary Cox
Lily Belabun

Human Resources Manager
Marlborough Campus Manager

¹ Term on Council expired 17th August 2009.

² Replaced Hemaima Hughes as Maata Waka representative from 18th August 2009.

³ Term of Ministerial Appointment expired 31 May 2009.

⁴ Replaced Hilary Mitchell as Ministerial Appointment from 1 June 2009.

⁵ Stepped down as Acting President of the Student Association and student representative on Council 15th April 2009.

⁶ Student Association President and student representative on Council from 15th April 2009.

⁷ Joined Council from 24th March 2009.

Glossary

ACE	Adult Community Education	PTEs	Private Training Establishments
APERS	Annual Programme Evaluation Report	QRP	Quality Reinvestment Programme
ARLA	Adult Reading and Learning Assistance Federation	QMS	Quality Management System
ARTENA	Student Management Computer System	RCC	Recognition of Current Competence
ATTTO	Aviation Tourism and Travel Training Organisation	RNZAF	Royal New Zealand Air Force
AUT	Auckland University of Technology	RPL	Recognition of Prior Learning
BDC	Business Development Company	SAC	Student Achievement Component
CAA	Civil Aviation Authority	TEOC	Tertiary Education Organisation Component
CAT	Certificate in Adult Training	SANITI	Students Association of Nelson Marlborough Institute of Technology Incorporated
CEBP	Centre of Excellence Based Practice	SEED	Student Counselling service provider
CWTAS	Community Workers Training and Support	SEG	Special Education Grant
DOC	Department of Conservation	SFRITO	Sport, Fitness, Recreation Industry Training Organisation
EEdO	Equal Education Opportunities	SSG	Special Supplementary Grant
EEO	Equal Employment Opportunities	STAR	Secondary, Tertiary Alignment Resource
EFTS	Equivalent Full Time Student	STIC	Secondary Tertiary Industry Collaboration
ESOL	English for Speakers of Other Languages	STCW	Standards of Training and Certification of Watchkeepers
FTE	Full Time Equivalent	SUTI	Skills Update Training Institute
HITO	Hairdressing Industry Training Organisation	TAMU	Tertiary Advisory Monitoring Unit
HR	Human Resources	TEC	Tertiary Education Commission
HSI	Hospitality Standards Institute	TEI	Tertiary Education Institution
IDEA	Intellectual Disability Empowerment in Action	TEO	Tertiary Education Organisation
IDF	Innovation and Development Fund	TOP	Training Opportunities Programme
ITO	Industry Training Organisation	TSD	Tertiary Students with Disabilities
ITPs	Institutes of Technology and Polytechnics	TTM	Te Tari Māori/School of Māori Studies
ITPNZ	Institutes of Technology and Polytechnics of New Zealand	YHA NZ	Youth Hostel Association New Zealand
ITPQ	Institutes of Technology and Polytechnics Quality		
KAREN	Kiwi Advanced Research and Education Network		
KPI	Key Performance Indicator		
LAMP	Literacy and Maths Project		
ML	Marlborough		
MOE	Ministry of Education		
MNZ	Maritime New Zealand		
MTI	Mahurangi Technical Institute		
NCW	National Council of Women		
NMIT	Nelson Marlborough Institute of Technology		
NN	Nelson		
NSOM	Nelson School of Music		
NZ IFRS	New Zealand International Financial Reporting Standards		
NZQA	New Zealand Qualification Authority		
PAEET	Pay and Employment Equity Tool		
PI	Pacific Islands		
PINZ	Polytechnics International New Zealand		



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